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THE LIBRARY JOURNAL

TWICE-A-MONTH

JUNE 15, 1923

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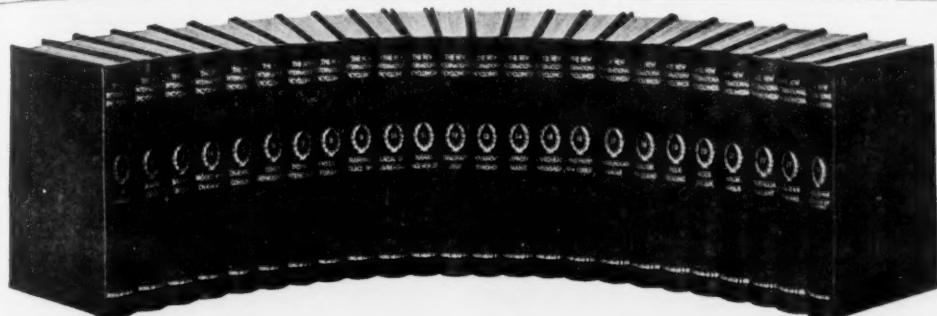
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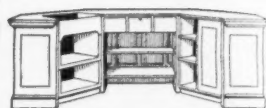
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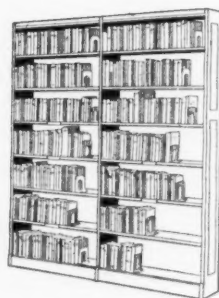
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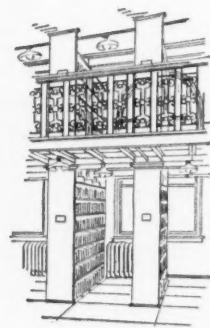
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THE LIBRARY JOURNAL

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JUNE 15, 1923



The Public Library and the Business Man

By JOHN ADAMS LOWE

Assistant Librarian, Brooklyn Public Library

THE library world has been watching the Special Libraries Association for the past year or two. It is marvelling at the work it gets done. Not the least of the success of the Association is due to Miss Rankin, who from the time of her election as President to the moment of her retirement, has held before the Association unusually high ideals, a forward-looking constructive program for the year's work, a spirit of co-operation, and an interest in professional growth. Her committees seem impelled by an unlimited activity which actually produces results.

At this conference I have come to the conviction that there must exist somewhere a new kind of professional genus. At least one which I have not known intimately by the classification given here. They are called "special librarians." I have listened to the papers with care and have tried to discover just how these "special librarians" differ from the frequently discredited "public librarians"—those "general, easy-going, non-effective bookworms who hand out pap to novel readers and children." I have almost come to believe that some of us think that there are two creatures vastly different in make-up, in purpose, in training and in work. From what data I have gathered I cannot tell whether I belong to the class of "special" or "public." I was once a librarian of a college, but we served the town and country as well as the faculty and students. Later I served as the field representative of a library commission, and the problems were very special and most public. Now I am an assistant librarian in a great city system of free public libraries, altho my duties are so special that nothing I have heard mentioned at this conference about the practices of public librarians applies to my daily activities. Can it mean that some of us would limit "special" to mean "business" libraries as distinguished from all the other highly organized and specialized libraries?

We should not go too far in making any distinctions of this sort. The purpose and func-

tions of all public libraries and special libraries are essentially alike. We are all trying to do one thing. We want to bring to him who seeks it the hearts and minds of thinking people of yesterday and to-day, and of the prophets who speak of to-morrow. And how shall we do this but by print. One librarian brings a great biography, or a history, or a novel, another a great oratorio, another a great scientific discovery, another a fact of commerce or industry, using the same medium, print, for the same purpose, the advance of civilization, the betterment of the individual, the better understanding of truth. A fact is just as real and true and valuable in the realm of the scholar as of the business man. The methods even do not differ greatly. No, we are all closely interwoven, so let us think of ourselves as librarians—book handlers, print distributors, those who make available the heart-beats and mind readers of all time. We are not creators. Let us not, even to a great extent, make that mistake and boast unjustly. We are all trying to put knowledge to work.

The relationship between public libraries and business libraries is very close. The work is all interwoven. Librarians are dependent one upon another. No one of us has all the knowledge or all the truth. Think of your day's work, and imagine for a moment that you could not call upon the resources of the public library, where would you be? On the other hand the public library cannot undertake to do the research and laboratory work required in a business library. It is a great general organization established to bring the best reading to the greatest number at the least cost. Its primary function in the use of print is to create a reading habit and an intelligent ability of print-using. Inadequate funds limit its possibilities of pursuing the minute research problems to meet the needs of the business man, the professional man, the scholar. But large public libraries do have divisions or branches which correspond in a very real sense to the so-called special libraries.

Newark, St. Louis and Detroit, and others, have their business branches. New York has its famous Municipal Reference Branch, and very completely developed libraries in the Art and Prints Division, American History Division, Economics Division, Science and Technology Division. The Brooklyn Public Library has its Music Library, its Library for the Blind and a large building completely equipped and administered for children. These have special collections of material and especially trained librarians, but no one thinks of them but as public librarians. It is not a matter of importance to draw discriminating lines between what is special and what is public. Let us all work together as librarians, librarians in a craft, some having gifts of research, some of organization, and some of promotion and salesmanship, but all working for one common end.

Library service is measured by its circulation statistics. We enumerate our many and varied activities. The clipping of periodicals and newspapers, the eternal filing of data, the production of data needed at the instant called for, the reading clubs, the story hours, the sending of books to schools, factories, outlying communities, instruction in the use of the library, these are not in themselves our real contribution as librarians. They are not the fundamentals. When a boy here and a girl there have found a new vision thru a book and are anxious to follow the gleam thru romance and adventure, thru testing and trial, thru chivalry and noble deeds, to come out into a large and beautiful living, the library has met an obligation. When a man or a woman finds self expression, recreation with a new and broader beginning, when books bring to him a new hope, a new outlook on life and a better understanding of its meaning, books have served. To such ends all our activities must be shaped. Oh yes, we must attend to the routine—nothing is safe or sound without it. But routine is only a means to a larger end. Time and energy must be given to seeking and finding treasures in print needed by men and women whether they know they need it or not.

But what can the public library do for the business man. I have hinted at it all the way along. If you must have a catalog here it is with brief entry. Thru his librarian the entire resources of the public library are made available to him for aid in his business. You know better than I the range of information required, and the methods you take to obtain it. Sometimes a business librarian seems to be clothed with the duties of a private secretary, a private detective, and author of papers. One librarian of this kind told me that she was an octopus sitting in a small room which housed a few

books, and thrusting out in every direction to seize upon any data needed and whenever she needed it, no matter whose it was or how she got it. One of the large city public libraries reports that the calls for information from business and other specialized libraries in the city are so numerous and required so much time that another assistant should be added to the staff. This fact alone would seem to indicate that the public library can do something for the business man thru his own librarian.

But what happens to the unfortunate business man who cannot afford to maintain a library and retain a librarian? Poor fellow! We find him just falling back helplessly upon the public library. And by the horde of such men who come to our library we draw the conclusion that there are still many, many men in commercial lines who do not have the advantage of a special librarian. Of course the public library admits that it cannot always meet his demands with the speed or completeness that could be wished or that would be possible if more money and more people were available.

The Library Extension Division of the Public Library helps business men in supplying traveling collections of books for the executives and the employees, for staff rooms, for forums or collateral reading for classes of instruction. Incidentally it can help everyone in the organization with material on his hobby—for of course every live individual has a hobby.

And if your business man falls ill and is sent to the hospital, there he will find a representative of the public library with her arms full of books and magazines, new, clean ones—or perhaps with a little bedside wagon from which he can make a selection comfortably.

And if he falls down before the law and finds himself in jail thru some misunderstanding or other on his part, why there are books to help him pass his time congenially from the public library. These are carefully chosen not to excite him or give him information likely to lead to further crime. And even the librarian is sworn not to make things embarrassing with recognitions of acquaintanceship. I never go to a prison without thinking "there but for the Grace of God stands you," and I have often wondered if it would not be worth while cultivating the reading habit, if for no other reason than to be prepared against such a possibility.

And again the public library can help the business man in the selection of books for his home problems. The matter of reading for the children is of vital importance, much more so that some busy men appreciate. And the public library has on its staff children's librarians who

because of long and careful training in children's literature are prepared to give expert advice about book selection. One day at Rotary a great merchant told me that he was having the greatest fun. He said he was taking a few minutes each night to reading stories to his four-year-old boy. I asked him what he was reading him and he replied, "Oh the Higglety-Pigglety Stories and the Bedtime stories in the newspapers, or anything I stumble on." Then I told him of a recent experience of mine. An authority on children's literature, whose judgment on boys' books had been our guide for three years, urged me almost against my reason to read Kipling's "Just So Stories" to my four-year-old boy. I protested because I thought such literature, imagination and fancy would be too advanced for him. She knew the book and the boy better than I. He loved it. He laughed and laughed at the right places and he begged for the stories over and over night after night. He knows and repeats parts of the stories and he uses phrases and whole sentences of Kipling on occasions. And he's nothing extraordinary.

Even at four years a boy's diction needs most careful attention, and the books he reads to be of use to me must not murder the President's English. Morals are already developing. I want to know what impressions, never perhaps to be obliterated, the stories are going to leave on a sensitive organism. But I am like your business man altho possibly with more book contacts. Like him, I cannot take time to read thru the almost unlimited supply of books for boys and girls and determine what is right for a boy of four who shows certain likes and dislikes. Nor is there any good reason why I should. These special librarians in public libraries are giving their days to the problem and the result of their study and experience are available to anyone who needs it and asks for it.

But you will say this is just individual work. Well, isn't that what we librarians have to do? It is the winning of the ones, making them see the value of print to them and then helping them form habits of using print intelligently.

The President of the American Bankers' Association just told you that the idea of "business for business" is gone. It is a thing of the past. To-day business is simply an opportunity for science. He told you how the bankers of America are working to develop character in their associates.

We as librarians must find in our daily work the same thing or we are lost. We may win great circulation statistics without it, but in the winning we may lose greater things. Jesus Christ asked, "What shall a man give in ex-

change for his soul." Our daily routine may build into our character patience, faithfulness, accuracy of deed and accuracy of thinking, justice and square dealing and many other fundamentals, but this is too narrow a point of view for an unselfish Christian. We have a responsibility for the other fellow's rights, his well-being and his chance at character development. I like to think of what Stevenson said about this. "My duty toward my neighbor," he wrote, "is not to make him good, but if I may to make him happy." And that is the essence of the whole thing, for Stevenson understood how dependent true happiness is on a clean conscience.

For him who comes to our desk seeking statistics and facts which shall help in the business let us be diligent in giving as accurate and rapid assistance as possible, but let us not forget to give him something in addition for himself independent of the business; something for his recreation, his inspiration. Don't misunderstand me. Heaven forbid that librarians should become such creatures as the men in the army termed "Calamity Janes," and "Tract Droppers." What I suggest requires a somewhat intimate knowledge of the person, his hobbies, his tastes, his aims and ambitions, and it requires an accurate knowledge of books, for a good book poorly placed is as useless as no book at all. Your business man has just purchased a little place out in the country. He wants a garden which he can work himself. You know what is before him if he is going to wade laboriously thru the voluminous literature of garden making. Perennials are the thing he needs. He may not discover it for a season or two unless you get just the right book and leave it on his desk some day just at closing time. If you don't know the book consult the public library. Something in the day's work has been enough to shake his faith in his fellows; possibly you know a message for him in print which he can come upon by himself if put where he must fall over it.

Mrs. Armstrong* has just told you of her welfare work with the Eastman Kodak Company. You remember that she said that one of the saddest things she saw was the way the men who had been retired after years of service came back day after day and watched the long line pass in and the men punch the time clock when the day's work began. They realized that they never can punch the time clock again. And do you recall that she pointed out that almost invariably they did not last very long after they were retired? Taken out of the rut they had

* This paper is a summary of a talk to the Special Libraries Association at Atlantic City, May 25, 1923.

been in so many years they did not know how to go on out of it. They had concentrated so completely on the one job that as the days came and went everything else had been crowded out of their lives, and when they could no longer carry their job, life itself gradually slipped away. Isn't there something which we can do as the business days march on to save ourselves and our associates from such emptiness of living? If we can do no more it is our duty to preach the gospel of the value of reading. Read for to-day, read for to-morrow, but to-day and to-morrow to develop the habit of keeping in touch with what the world is thinking and doing, lest that day come which finds us marooned, isolated, side-tracked, dead but not buried.

Well, then, shall we state our question in a larger way and ask ourselves what can the librarian do for the business man? First meet his business needs, and second, help him to find for himself in print a way of escape into the larger and more abiding things of life.

Let us go back from this conference to our tasks with a sense that we as librarians, serving in general, public, special, or research capacities have one great contribution to make. Let us realize that our purpose, aim and methods are practically the same, and let us work together not as separate, isolated individuals, but as independent units of a great whole. Content if by our striving Truth comes a little nearer into its own.

Prison Library Service at Leavenworth

IN the Library of the Federal Prison at Leavenworth, Kansas, there are approximately eight thousand volumes of fiction, non-fiction and reference books, besides about five thousand school and text books. These latter are used in the prison night school, which is in session six months of the year, but if desired may be had for study the year round.

The books are classified and cataloged, the Dewey Decimal System of classification being used. A catalog is placed in each cell, from which the men select the books they desire to read. Each prisoner is given two cards for fiction and non-fiction books, on each of which he may list twenty-five books. When the list is exhausted, new cards are issued. From the lists on these card the librarians select books and send them to the readers. A book may be retained for two weeks and then renewed if desired. To the present population of twenty-four hundred, an average of three hundred books daily are distributed, one-third of which are non-fiction.

The magazine department is conducted in practically the same manner, and about seventy-five magazines are issued daily. Thus, a prisoner may have simultaneously a magazine, a book of fiction, one of non-fiction and school books. Should he desire to consult reference books, such as encyclopedias and legal volumes, he may obtain permission to come to the library to do so, as such books are not sent out of the library.

The records in the library are kept in such a manner that any book may be located instantly, and immediate reference may be made to any particular individual and the books that at that moment may be charged to him. All books are inspected on their return, and if necessary sent to the bindery for repairs, or condemned.

Several of the best magazines are regularly subscribed for, and some new books are purchased each year, from the miscellaneous expense fund, but there is no specified amount designated for this particular purpose. Several years ago the American Library Association aided very materially in securing for this library several thousand good books from the War Service Library. This was a very acceptable and valuable addition. Donations of books and magazines are made from time to time by good people from outside. The prisoners also take much interest in this department, and the many books and magazines that are sent to them by friends and relatives are usually contributed to the library by them.

A good library in a penal institution, conducted systematically, and with due regard for the individual and general demands of the inmates, is one of the best disciplinary and uplifting measures that could be conceived. Good reading within prison walls is more helpful than in any other place, in that it helps men who are confined to be more contented, keeps up their interest in the better things of life, and adds to the general morale. Without this reading, which should be always available, and to the individual taste, prisoners would become nervous and dissatisfied, and probably devote their idle hours to activities that would be mischievous, harmful and injurious. Prison managements should advocate liberality towards their libraries, for they are certain to yield bountifully in returns.

HARMON ALLEN, *Chaplain.*

"Thanksgiving in Poetry," a compilation prepared by the Carnegie Library School Association to form a companion booklet to "Christmas in Poetry" published last winter, is now in preparation with the H. W. Wilson Co., and it is to be ready in time for celebrating the November holiday.

Development of Special Libraries in Britain*

DURING the past few years a definite movement has taken place in Great Britain towards the establishment of special libraries and intelligence bureaus as essential parts of industrial and other organizations in the post-war economic struggle for markets. The use of published data and the collection of information has been common for many years, but the concentration of the acquisition, treatment and distribution in skilled hands is of comparatively recent growth. At the present time it is frequently found that a commercial house, a manufacturing concern, a research organization, a Government department, or a newspaper, will maintain a single library for the use of its staff and charge those responsible for its conduct with the duty of searching for information required, of preparing bibliographies and generally of maintaining an intelligence service thru which staff officers may be kept informed of all matters relevant to their particular business.

While this movement is definitely conscious, it is not yet self-conscious. There is as yet no organization or body or branch of an existing organization specifically engaged in fostering the interests of special libraries or of providing a common platform from which problems may be studied. There is little uniformity of policy or method, and no machinery thru which this may be achieved. When the time arrives for some such body it is more than probable that, with our preference for utilizing and adapting existing agencies rather than for creating new, it will be sponsored by some existing body.

It is generally felt to be an economic advantage for the work to be dealt with by a small specialized staff. The field is now so wide in almost every branch of knowledge, and the languages concerned are so diverse, that even specialists cannot hope to keep in touch with developments even in their special fields. Neither can they be expected to possess the technique required for collecting, distributing, indexing and abstracting information. When new knowledge is placed at the disposal of a specialist in this way, the ideas presented have an inspirational and fertilizing power which leads to further progress. Thus does bibliography react on development. The false perspective and lack of mental equilibrium arising from overspecialization can be corrected and

the mental contacts provided whereby one science may benefit from the progress achieved in another. To the student, teacher and research worker such work is of special value, as also to the publicist, and others who popularize knowledge. In Great Britain especially, where many notable discoveries are made in pure science, but where in the past insufficient effort has been made to apply them industrially, the dissemination of information relating to discoveries is of considerable importance.

It has been found by experience that an intelligence branch or special library develops best where there is a definite convergence of interests in one organization: it can only satisfy a wide range of interests where those interests arise in or thru a single organization. It is difficult to organize an intelligence service to meet the needs, for example, of the general public, or of a variety of firms in different industries. The special librarian exercises essentially a staff function in providing a service which can be applied at any point in an organization where it is required. It should not be departmentalized for one organization, but should be concentrated, its influence permeating the whole. The special library in England is regarded rather as a channel thru which information may readily be obtained rather than as a source of information in itself, altho in time there are few matters on which information cannot be supplied, at least in part, on demand. The special library therefore maintains close relations with and does not attempt to supersede public, university and institutional libraries, and the libraries of Government departments, trade associations and other bodies. It does not search for data the demand for which is hypothetical.

The Metropolitan-Vickers Company, with which the writer is associated, and which was formerly the British Westinghouse Company, Limited, established an intelligence branch some years ago as a part of its Research and Education Department. Necessary originally to survey the field of pure and applied research in mechanical and electrical engineering, it soon became of service to all sections of the organization and supplies practically any information likely to be demanded by a large progressive organization, statistical, educational, economic and industrial, as well as technical and scientific. The Intelligence Section houses the Works library and reviews periodicals. It advises staff officers of all matters appearing in the press likely to

* Paper read at the fourteenth annual convention of the Special Libraries Association, at Atlantic City, N. J., May 23rd, 1923.

interest them. It prepares and circulates internal reports and bibliographies.

The Section occupies a floor area of three thousand square feet, and has a staff of about twenty people, of whom a third are university trained. The mechanics of the system employed are simple, altho the material is of a most varied character, confidential and non-confidential, patent and other specifications, books, periodicals, transactions, typescript reports, etc. There are subject and author catalogs of books arranged on the Dewey system, and a series catalog of annual publications and Government publications. All references to articles and other material likely to be of interest are maintained on slips of paper 8 in. by 1¼ in. arranged alphabetically by author under broad subject headings.

The arrangements made for searching for back information are very well systematized. Translations are made of contents pages to foreign journals before circulation and translations of articles are made if required.

It is considered that the success of such a scheme depends more upon the selection of the staff, both university and high school trained, than on any other single factor. Dr. E. A. Baker has, during the last few years, organized at University College, London, a library school for both full-time and part-time training of librarians, and considerable attention is given to the needs of special libraries. This will doubtless result in improving the training of staffs, which will react favourably on the movement.

During the war the War Office and Ministry of Reconstruction issued weekly supplements relating to technical and economic developments in Europe and America which were printed and widely circulated in England. An attempt subsequent to the war to continue them on a commercial basis failed. The Ministry of Reconstruction Machinery of Government Committee produced a brilliant report which should be read by all interested in special libraries. During the last few years over twenty-five different industries in Great Britain—glass, non-ferrous metals, electrical, scientific instrument, cotton, woolen, etc.—have established co-operative research schemes and are receiving Government assistance for the first five years of their existence. In practically every case the research associations have founded an intelligence bureau in charge of a special librarian. The information and assistance these gave to members helped the associations to carry on without criticism during the difficult early period before results of research are evident. The Non-Ferrous Association, for example, probably has the best collection of non-ferrous literature in England. Many works have estab-

lished special libraries. The Nobel Works in Scotland has an admirable system based on the work of Kaiser, and this has been adopted in several other centres.

Considerable discussion has centered around the question of co-ordinating scientific publication and meetings of scientific societies, and the writer has urged that, in preference to curtailing the liberty of each society or freedom of each journal, the contents of journals should be made more readily available by better schemes for indexing and publication.

Intelligence departments are being used in England for carrying out work which is even more fully developed in the United States, due very largely, no doubt, to the fact that the creation of an organization to do a task renders execution of an allied task comparatively simple. This is the collection and interpretation of data relating to trade fluctuations and business cycles, and the preparation of industrial surveys for the purpose of forecasting trade tendencies. Considerable progress is being made also in France and Germany and elsewhere in the creation and development of special libraries, as is evidenced by the attention given to documentation in the French technical press, the existence of such institutions as the Concilium Bibliographicum at Zurich, created so ably by the late Dr. Field, and the attempt by M. Otlet and Senator La Fontaine to form the Institut International de Bibliographie at Brussels.

Speaking broadly, the situation on these last mentioned developments bears out the writer's view that a central institution is best utilized by and should stand at the head of a series of local special libraries and intelligence departments attached to all institutions needing to make use of facts. If the special library continues to develop we may have in a few years means for correlating and providing facts as complete as the complementary requirement in the industrial and social spheres, the educational system for imparting the principles which will determine the use of those facts.

J. H. PEARCE.

Free on Request

We have a few copies of the American Library Annual 1916-1917, bound in cloth, which we will send free of charge to any library applying for one. Please send 25c. in stamps to cover mailing costs. R. R. BOWKER CO.

A limited number of copies of "Trade and Industry of Finland," published by the J. Simelius Heirs Printing Company of Helsingfors (747 p. illus.), will be distributed to commercial libraries by the Consulate General of Finland, 5 State Street, New York.

Carnegie Endowment for International Peace Library

THE Carnegie Endowment for International Peace was established in 1910. Its principal objects, as stated in the Articles of Association, are the advancement of the cause of peace among nations, the abolition of international war and the promotion of peaceful settlements in international disputes. Some of its particular objects are the study of the causes and effects of war, the development of international law and the acceptance of its rules among nations, the education of public opinion regarding war and its prevention, the increase of knowledge and understanding of each other by the several nations, and the maintenance of organizations held to be useful in the accomplishment of these purposes.

Three divisions of the Endowment were organized, each with a director in charge: the Division of Intercourse and Education, the Division of Economics and History, and the Division of International Law. The first two divisions are located at 407 West 117th Street, New York City, under the direction of Dr. Nicholas Murray Butler and Dr. John Bates Clark, respectively. The Division of International Law, and the headquarters of the Endowment, are located at 2 Jackson Place, Washington, D. C., under the direction of Dr. James Brown Scott, Secretary of the Endowment.

The library and the editorial offices of the Endowment are also under the supervision of the Secretary, at the same address. Details of the work of printing the publications of the Carnegie Endowment, including the preparation of copy, proofreading and indexing, devolve upon the Secretary's Office. The pamphlets of the Division of Intercourse and Education and the monographs of the Division of Economics and History, as well as its interesting series of studies entitled "Economic and Social History of the World War," which will probably comprise one hundred and fifty volumes, are all supervised by the Secretary. The numerous books and pamphlets issued by the Division of International Law are prepared by the director or edited under his supervision. It is therefore necessary for the Endowment to maintain a reference library for the use of its staff. The major portion of the collection consists of treatises on international law and relations, international arbitration and the peace movement, history, diplomacy, and law; but since the interests of the Endowment are world-wide, its library must also be broad in its scope, and the social sciences as well as political, military and naval sciences,

education, literature, biography and bibliography have a large place on its shelves. Standard works of reference in all of these classes are much used, and bound files of the *Paris Temps*, the *Washington Post*, the *London Times*, and the *New York Times*, with their indexes, constitute an indispensable source of reference.

The library receives two hundred and fifty current periodicals and serials, including twelve journals of international law, forty-five magazines published in the interest of peace and international friendship, fifteen journals relating to foreign affairs, and the official gazettes of the leading countries. It also collects important documents of foreign governments, particularly those issued by the ministries of foreign affairs, and congressional hearings and reports and other documents of the United States government bearing upon our international relations. The best new books on political science, constitutional history, diplomacy, international law and foreign relations are promptly purchased for the library and displayed for a time on the "new book" shelves.

Some of the special collections are the Proceedings of Congress, the Executive Journals of the Senate, the Foreign Relations of the United States, the Statutes at Large, the Opinions of the Attorney General, the reports of the Supreme Court and the Court of Claims, the Federal Reporter and Federal Cases, the English Law and Court Reports, the British and Foreign State Papers and standard editions of treaties.

The literature of peace and war, the reports and journals of the leading peace societies throughout the world, and a file of the publications of the League of Nations, constitute an interesting portion of the collection. The library has also acquired a large number of books and documents relating to the European War and the Peace Conference, and the proceedings of other international conferences, especially those of a diplomatic character, are procured as they become available.

The entire library, with the exception of a few hundred pamphlets, has recently been recataloged and classified according to the methods employed by the Library of Congress. Catalog cards printed by the Library of Congress are purchased when available and titles of books and analyticals prepared by our catalogers are printed by the Library of Congress for sale to other libraries. Cards have recently been printed for analyticals, prepared by our library, of all important articles and documents which

have appeared in the *American Journal of International Law* since its first issue in 1907.

Mimeographed lists of accessions to the library are prepared each week and supplied to a number of outside libraries and individuals. About twenty-five hundred volumes are added annually to our records. In January of the present year the library owned over twenty-two thousand cataloged volumes. Its resources are available for reference use to officials, teachers, students, research workers, and the interested public. Books are not loaned, however, except by special permission.

Many reading lists on subjects connected with the work of the Endowment are compiled and furnished upon request, and inquiries are frequently received by mail and telephone for bibliographic and other information which the library can supply.

The Chronicle of International Events, compiled by the librarian from day to day, is of great assistance in answering reference questions. Several daily newspapers, the official gazettes of the leading countries, and periodicals reporting current events are scanned for events of interest to our work. Information concerning international congresses and conferences of a diplomatic, economic or financial character, exchanges of diplomatic notes between governments, the signing and ratification of treaties, the decisions of arbitral tribunals, and many other items too numerous to mention are listed on cards and preserved for reference. Selected entries from this Chronicle are published every three months in the *American Journal of International Law*.

M. ALICE MATTHEWS, *Librarian*.

The Portland Cement Association Library

WHEN it is considered that portland cement was first manufactured in the United States in 1872 and that during 50 years of development of the industry, production has increased from a few thousand barrels a year at the start to 114,789,984 barrels in 1922, it requires no stretching of the imagination to picture the vast amount of information that has been brought to light by the increasing use of cement.

Half a century ago very little was known about portland cement except by the few men actively engaged in its manufacture. As the public became aware of the amazing qualities of the material it became a basic necessity in the building field. Today cement is as common to the builder as salt is to the housewife. This remarkable progress has been accomplished in the space of a comparatively few years and it was only natural that a need arose for a clearing house for the rapidly growing mass of information regarding the proper use of cement and concrete. It is this need that is being met by the operations of the Library of the Portland Cement Association. The Association is an organization to improve and extend the uses of concrete. Eighty seven different cement manufacturers in the United States, Canada, Mexico, Cuba and South America are members of the organization. Headquarters are in Chicago where the Library is maintained. In addition there are twenty five district offices in the larger cities of the country, each office being under the supervision of an experienced engineer who has a number of fieldmen working under him. These men establish direct contact with the users

of cement and concrete in every state in the Union. At headquarters there are various bureaus covering the use of cement in roads, structures, railway construction, houses, farm improvements, sewers, concrete products and so on. In co-operation with the Lewis Institute, Chicago, the Association maintains a Structural Materials Research Laboratory where thousands of tests are made to determine the best practices in the use of cement. All of this information is at the disposal of cement users free of cost.

Perhaps one of the most important Library duties is the compilation of catalog cards for the district offices. This work is carried on very thoroughly and all articles dealing with cement and concrete construction are cataloged under subject headings and sent weekly to the district offices. The subject headings made for these cards are based upon our correspondence file. This arrangement gives each district office practically a classed catalog, as the correspondence file is arranged for the most part under general headings subdivided by headings giving the type of construction. This arrangement was made so that the staff of the district offices need not look in several places for information. As many sets of cards are sent to each office as are required for the fieldmen in the various sections. The technical work on these cards consists of the subject heading, the location and some descriptive account of the structure. If a dam is under construction, mention is made of its height; if a bridge, the size and length; if a pavement is being laid with precast concrete slabs, this information would be put on the catalog card. The name of the periodical, the

date of issue and the page on which the article can be found appear at the bottom of the catalog card. The cards are then multigraphed and mailed to the branch offices. District employees interested in the type of structure described can either secure copies of the magazine in their particular locality or they can secure clippings from the library. Of course, a complete file of the trade and technical papers cataloged is kept in the Library.

Another important activity of the Library is the preparation of bibliographies for the district offices on any subject which they may request.

Some idea of the extent of the work can be obtained from the fact that the catalog contains

about one hundred thousand cards. This catalog is an author, title and subject catalog. The subject headings used here are not based on the correspondence file. Every type of concrete construction is included and all references that can be found are carefully filed.

Not only do the district offices make use of the facilities of the Library, but students, engineers, contractors and general cement users frequently receive detailed information. The Library is more than a clearing house for cement and concrete data—for it is the only Library in existence on cement and concrete construction; it is an important asset to the entire construction industry.

PYRRHA B. SHEFFIELD, *Librarian*.

European Bibliographical Conferences

THE recent meeting of the Sub-committee on Bibliography of the Commission on Intellectual Co-operation of the League of Nations in Brussels, March 19-21, and of the International Congress of Librarians and Bibliophiles in Paris, April 3-9 were of extraordinary interest.

THE BRUSSELS MEETING

In the absence of the chairman of the Commission, Professor Henri Bergson, M. Jules Destrée, former Belgian Minister of arts and sciences, presided at the Brussels meeting. Among those present were: Mme. Curie, M. Henri Pirenne, the President of the International Academic Union, Mr. Hagbert Wright, the director of the London Library, M. Godet, the director of the Swiss National Library, and Mrs. Potter, representing the American Library in Paris. Among the most interesting resolutions passed was one relating to the establishment of international libraries in different parts of the world by the reorganization of existing libraries in the different centers of research, with a view especially to better division of labor and the formation of union catalogs, and a second recommending the formation of information bureaus in connection with all national libraries. It also approved M. Godet's proposal for the publication of an Index Bibliographus containing a list of all existing bibliographical periodicals and institutions, and the centralization of the abstracting of scientific literature in each country by national organizations affiliated with international organizations.

Its resolutions with regard to the International Institute of Bibliography in Brussels were as follows:

The Sub-Committee recommends that care should be taken that the great pioneer work carried out in the International Bibliography by

the International Institute of Bibliography should be utilized as far as possible.

That the Brussels International Bibliographical Institute should be chosen as the sole international repository for titles of books arranged alphabetically by names of authors, and that the Commission on Intellectual Co-operation investigate the manner in which the administration of the Institute may be carried on under the auspices of the League of Nations in co-operation with international and national institutions and societies.

THE PARIS MEETING

The meeting in Paris was organized by the Association des Bibliothécaires Français, with the assistance of the Amis de la Bibliothèque Nationale et des Grandes Bibliothèques de France. The honorary president was M. Louis Barthou, former minister of public instruction; the president, M. Henry Martin, conservateur of the Bibliothèque de l'Arsenal. About five hundred delegates were in attendance including bibliographical or diplomatic representatives of Great Britain, Austria, Belgium, Bulgaria, Denmark, Spain, Estonia, Finland, Latvia, Poland, Roumania, Czecho-Slovakia, The United States, Bolivia, Costa Rica, Nicaragua, Peru and Venezuela.

In addition to the general sessions of the Congress, which were largely of formal character there were sectional meetings devoted to (1) library administration, (2) the use of libraries, and (3) the history of printing. Among the papers presented before the first section, one on the organization of the Library of the University of Strasbourg during the German regime, and a second one on the circulation of French books in Alsace and Lorraine since the Armistice, excited special interest. Among the papers

presented before the second section, that by M. Paul Otlet on the Institute of International Bibliography, that by M. Rutten on the Belgian library law of 1921, and that by Mlle. Duproix on the library work of the American Committee for the devastated regions, were of greatest practical interest. Point was given to the discussions by the passage of the following resolutions:

That the French Government propose to Parliament the passage of a library law similar to the Czecho-Slovak law of 1919 and to the Belgian law of 1921.

That the Municipal Council of Paris proceed with the reorganization of the municipal libraries in accordance with the principles enunciated in these laws, and the model organized in Paris by the American Committee for the devastated regions. The sessions of the third section were given up largely to the description of medieval manuscripts and early printing. Of special interest to American bibliographers was a paper on early printing in Canada.

A notable feature of the Congress was the exhibitions of medieval manuscripts, illustrated book and book-bindings in the Louvre and in the Petit Palais. The former included exhibits from most of the larger libraries in France; the latter consisted of choice specimens of the Dutuit collection. There was an exhibit of early French music and musical literature at the Conservatoire National de Musique.

W. DAWSON JOHNSTON.

Unemployment Insurance in Great Britain

A LIST OF REFERENCES, COMPILED BY THE
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The Fourteenth S. L. A. Convention

THE fourteenth annual convention of the Special Libraries Association opened with a dinner given by the New York Special Libraries Association on Monday, May 22nd, at which many librarians from other cities were present and closed with meetings in Philadelphia and Washington on Saturday the 26th. A four-days' conference at Atlantic City, May 22-25, was attended by about two hundred delegates from twenty states, representing libraries in professional, commercial, financial and industrial enterprises.

The Atlantic City meeting opened with a reception on Tuesday evening and the opening session took place on Wednesday morning. Following an address of welcome by Irving P. Parsons, speaking for the Mayor of the city, representatives of the A. L. A. and the N. E. A. brought greetings, Ernest J. Reece, principal of the Library School of the New York Public Library, giving an interesting summary of what took place at the recent meeting of the A. L. A. at Hot Springs, and Joy E. Morgan, editor of the *Journal of the National Education Association* surveying the present widespread education in the U. S.

"Those who damn the public school fail to take into account the great masses of the American people whose faith in the school is second only to their faith in the American home. Never in all history has so great a number of people been so well educated as in America today," said Mr. Morgan after he had outlined the evidence of the "Educational Renaissance." "In spite of the shortcomings which educational leaders generally recognize, the elementary schools of the United States are reaching over twenty million children. These schools are more efficient than the schools of a generation ago and are daily growing better. Within a decade junior high schools have developed by the hundreds. The senior high school has grown by leaps and bounds. From an enrolment of 600,000 in 1900 it has jumped to a present enrolment of two and a half million. . . . A new type of institution, known as the junior college, is growing up almost overnight. College and University enrolments which seem so startling were foreshadowed by high-school enrolments ten years ago. College enrolments jumped from 197,000 in 1900 to more than 500,000 in 1920. There are more than a million college graduates in the United States and the demand for college trained men and women greatly exceeds the supply. . . . Figures showing increased enrolments in schools of all

types tell only a part of the story of the rise of American education. The rest is told in the enlarging activities of libraries . . . in the tremendous growth of newspaper and magazine circulation, in the development and improvement of the film industry, and in the sale within less than three years of millions of radio receiving sets.

Mr. H. G. Pearce, head of the Intelligence Bureau of the Metropolitan Vickers Company of Manchester, England, speaking on "Research in Industry," gave an account of the development of special libraries or intelligence bureaus in England, which is given elsewhere in this number of the *LIBRARY JOURNAL*. Following, Alberta Hillman of the Jones and Laughlin Company of Pittsburgh described the use of the printed bulletin in that organization, and the meeting closed with a short talk by President Rebecca B. Rankin, who spoke briefly of the joys and tribulations of the president, as well as of the opportunities and possibilities of the Association.

GROUP CONFERENCES.

Wednesday afternoon was given over to group conferences.

In the Insurance group, Frances Cox of the Metropolitan Life Insurance Co., New York, chairman, Mrs. Bevan (Grace Childs) of the Phoenix Mutual Life Insurance Co., discussed publicity, or how to sell the idea for the need of a library in insurance companies, and Mabel Swerig of the Insurance Society of New York outlined the subject of the ordering of insurance material, the best possible sources, etc. A short meeting of the Insurance Classification Committee was held at the close of the general group meeting. Miss Cox was re-elected chairman for the ensuing year.

The informal Sociological group meeting was conducted by Constance Beal, who read a paper entitled: "The Russell Sage Foundation Library; the Growth of a Nucleus." Following came Bertha V. Hartzell of the Social Service Library, Boston, who talked about the requisites of a library devoted to social work, and Vera L. Hawman of the White-Williams Foundation of Philadelphia, who read a paper about that organization, entitled: "A Social-Educational Laboratory."

The Technology group, with George W. Lee, of Stone and Webster, Boston, as chairman, discussed the compilation of a union list of periodicals from the sections already completed, this work to be carried on by volunteers in various sections. The agricultural group met with the

technological and participated in their discussions.

The Advertising-Commercial Industrial group, newly organized this year with Louise Keller as chairman, agreed to promote among its members the compilation and publication of bibliographies dealing with the various steps in the marketing of commodities. Mary Louise Alexander of Barton, Durstine and Osburn, New York, was elected chairman, and Grace D. Aikenhead of the W. T. Grant Company, New York, secretary.

In the Civic group, under the leadership of Ina Clement, of the New York Municipal Reference Library, Chairman, the following subjects were discussed: "Bringing Officials and the Data Together," by Frederick D. Gruenberg, of the Philadelphia Bureau of Municipal Research; Sedley H. Phinney, secretary of the New Jersey State League of Municipality; and Elsa Loeber, New York State Chamber of Commerce; and the compilation of effective municipal reports, by Dorsey W. Hyde, Jr., of the U. S. Chamber of Commerce.

The program of the Medical, Hospital and Public Health Libraries was as follows: "Hospital Libraries—Progress in Securing Recognition of Their Value," by Ola M. Wyeth, Veterans' Bureau, Washington, D. C.; the Hospital Library and Service Bureau, Donelda R. Hamlin, director, Chicago, Ill.; discussion led by Helen F. Carleton, librarian, Sheppard and Enoch Pratt Hospital, Towson, Md.; "A State Medical Library—Who Uses It?" by Frances K. Ray, medical librarian, New York State Library; "Public Health Literature—a New Problem for the University Library," by Edith Thomas, Library Extension Service, University of Michigan; and "The National Health Library—How it Works with Other Libraries," by Florence Bradley, extension librarian.

The value of hospital and health work thru State extension services was discussed by librarians from New York State, Michigan, Maryland, and the District of Columbia. Because the health education movement is increasing the demands on all library service, special and public, it seemed to the whole group that a different name be given them next year, and it was agreed to substitute the name of Public Health group for that of Medical. Janet F. Melvain acted as chairman.

Thirty-three members were present at the meeting of the Financial Group, presided over by Alice L. Rose.

The first topic discussed was that of selling the library idea, first to officers, second to employees, third to the library staff and fourth to the financial world in general. Alta B. Claffin,

librarian of the Federal Reserve Bank of Cleveland, Ohio, led the discussion and presented the subject from each of these viewpoints.

Mr. R. L. Smitley, educational director of the New York Stock Exchange, and author of several books and magazine articles on financial subjects as well as on his connection with the Dixie Book Shop of New York City, discussed some of the best financial books published during the past year. The question of an index to financial publications was discussed with H. W. Wilson and it was decided to consider the combining of the financial and industrial arts index, to be published weekly instead of monthly.

The newspaper group with Joseph F. Kwapil of the Philadelphia *Public Ledger* as chairman, organized and appointed a committee of five to deal with standardization in newspaper libraries. It was also proposed within the next weeks to get in touch with newspaper libraries thruout the country.

SECOND GENERAL SESSION.

The second general meeting was held on Thursday morning, Dorsey W. Hyde, Jr., presiding. Colonel John Price Jackson, former Labor Commissioner of Pennsylvania and head of the committee in the Sesqui-Centennial celebration in Philadelphia in 1926, was the speaker.

"The Sesqui-Centennial," said Col. Jackson, "will be a powerful force for the fostering of peace and good will among the nations. . . . It will reveal to other countries what the American ideals are and what America is striving for. . . . It will be a powerful educational force and a wonderful inspiration for craftsmen. It will teach the people what the world is doing in art and science and will prove of vast benefit to the industries of the country. . . . The librarian's part is to keep the community informed as to the nature, character and progress of the plans for this exposition." A resolution that a committee of the S. L. A. be appointed to co-operate with Col. Jackson in this work was proposed by Mr. Brigham, State Librarian, of Rhode Island, and unanimously adopted.

Harford Powel of Barton, Durstine and Osborn suggested first that the librarian advertise himself rather than his library; second that he let people know frequently what librarian and library are doing. People are very much afraid of a shelf of books. This is especially true of the business man who will profit most by making use of the library. The librarian should never sit in a room full of books; and one or two at most should be lying on her desk.

Joseph Kwapil of the Philadelphia *Public Ledger* called attention to the fact that the newspaper librarian is the nerve centre of the whole newspaper organization. He also spoke

enthusiastically on Library Standardization of Methods now employed in filing clippings, photographs and cuts.

Francis E. Cady of the National Lamp Works at Cleveland spoke of the arrangement made at the National Lamp Works whereby unexpended appropriations are carried over into a fund which makes it possible to buy special sets whenever they become available. He also advocated that all librarians become stenographers as well but failed to remain long enough to benefit by the chairman's well put reply to that suggestion.

Business from the special librarian's viewpoint was presented by Anna Burns of Haskins and Sells, New York.

"Business is the spirit of adventure in man made manifest. It is one of the greatest forces in civilization . . . Business today is taking on the stature of a science. It is capable of a development of which we cannot even dream. The special library came into being thru the groping of the business man. It is a new and distinct profession working with special tools. It opens up the most promising future in the library field today.

CONFERENCES ON METHODS.

Conferences on methods were held on Thursday morning.

At the section on cataloging and classification, led by Margaret Mann, the many new problems brought to the catalog by the growth of special libraries were brought out.

Cataloging is not only a problem for the cataloger but also for the executive. Questions of the development of subjects and nomenclature are needed as each new business is developed. The conference brought out the fact that it is usually better to expand a system of classification already made than to attempt to build a new one. Miss Mueser of the Engineering Societies' Library in New York read a paper on standardization in classification, and Miss Cragin, head cataloger at the New York Public Library, spoke about the relation of catalog work in the special and public libraries, emphasizing the fact that the catalog is the foundation of all service and reference work. Over thirty-five attended the meeting and the discussion was spirited.

"Specialists and specialties in public libraries" was the name of another group which met to discuss their problems.

This was led by Gladys E. Love of Rochester.

A paper written by Ethel Cleland of Indianapolis Business Branch on specialists in public libraries, discussed especially the advisability of making a census of specialists and special collections in public libraries.

In the discussion that followed it was pointed out that special collections and not lists were

meant. Mr. Lee said that it would be a great victory if special and public libraries can be made to have matter in common. Miss Morley expressed her approval of such a clearing house, and it was voted that a chairman be appointed to work on such a census. Miss Love agreed to act as temporary chairman.

Miss Morley of Newark spoke on advertising methods in the library. She stressed the appeal of the new. The public wants to know what books will do for them. Libraries should make surveys of themselves to investigate the product to be advertised just as advertising agencies do in advertising a product.

Other papers contributed were:

A brief survey of the work of the Department of Public Documents of the Free Library of Philadelphia, by Martha Lee Coplin.

Use of Government documents, by Miss Edith Guerrier of the Boston Public Library.

Federal documents and their use in the Massachusetts State Library, by E. H. Redstone.

Harry M. Lydenberg of the New York Public Library then made an announcement about the proposed national list of periodicals. The total cost is to be about \$36,000. Subscriptions have now been received by twenty-nine librarians, leaving but eleven more to come. The complete volume will be sold to the public for \$50. Supporting libraries will receive eighteen copies in return for their \$900.

BUSINESS.

The annual business meeting occupied two sessions on Friday. Reports of the secretary-treasurer and of committees and group chairmen were read and accepted, after which came a discussion of a preliminary draft for a new constitution which centred around the relation of local associations to the national, the amount of dues for individual and institutional members.

Officers were elected as follows: President, Edward H. Redstone, state librarian of Massachusetts; vice-presidents, Dorsey Hyde, Jr., U. S. Chamber of Commerce, and Ruth Nichols, Federal Reserve Bank, Chicago; secretary, Laura E. Gibbs, Tel-U-Where Co., Boston; assistant secretary, Grace Peterkin, American Tel. and Tel. Co., New York.

On Friday evening the association listened to addresses full of inspiration and helpful suggestions given by President J. A. Puellicher of the American Bankers Association on "The Need of a Library in the Financial World," by Mrs. Anne W. Armstrong, assistant manager of Industrial Relations of the Eastman Kodak Company on "Human Relations in the Eastman Kodak Company," and by John Adams Lowe, assistant librarian of the Brooklyn Public Library on "The Public Library and Its Relation

to the Business Man," which appears elsewhere in this issue.

President Puelicher emphasized the great need for spreading education in economics among the people. He told of the work of the American Institute of Banking in educating clerks so that they could rise to positions of authority and because of this the unsuccessful attempts of the labor organizers to unionize bank employees. The Educational Committee of the American Bankers Association has instituted lecture campaigns by bankers in the public schools in order to teach their pupils the real meaning of credit and the functions of credit institutions. He urged upon all librarians the need for them thoroly to inform themselves on the work and functions of the Federal Reserve System and of the necessity for the gold standard in our currency system, and concluded by urging upon business librarians the need of emphasizing in their work the new conception of business as service, making a strong plea that they should help their officers not only to make money, but (what is of much greater importance) to make men.

This address lead very naturally to the talk by Mrs. Armstrong in which she described her work in fitting employees into their proper niche in the organization. She also brought home very forcibly the service which a business library could give in helping to educate the employee to go forward.

The general impression which had prevailed since the reception on Tuesday evening that the entertainment committee was doing unusually good work was still further strengthened by the program which they had arranged for Thursday evening. While the various performers were getting ready to do their "stunts," Mr. Ellis Parker Butler amused the audience with one of his humorous addresses. Then the members of the Boston Special Libraries Association staged a "Mock meeting of the S. L. A. B." (Special Libraries Association of Boston), which gave ample opportunity for many hits on various members and phases of the library profession and their work. "The Parade of the Books," given by the New York S. L. A. with a perfection which must have taken considerable time and practice, brought to a happy ending an evening in which most decidedly "a good time was had by all."

A. L. R.

A thirty-two page list of Graded List of Books for Children compiled by Anna Bell Porter, head of the Children's Department of the Tacoma Public Library, has been prepared to answer two questions constantly being asked by mothers, teachers, and others engaged in work with children: "What books should my children read?" "Can you suggest a good book to read aloud to grade—?" (10c.)

Summer Library Schools

Riverside Library School

THE six weeks' summer school will be held from June 25th-August 3rd.

The subjects are: Classification and cataloging, Kate M. Firmin, Seattle Public Library; high school libraries, Marjorie Van Deusen, librarian Los Angeles High School; book selection and library administration, Charles F. Woods, librarian, Riverside Public Library; county libraries, and library handicraft and repair, Mabel Frances Faulkner, county library department, Riverside Public Library; children's literature and story-telling, Edna Whiteman; reference, documents and periodicals, Katherine D. Steele, assistant reference librarian, University of Minnesota.

The fee for the entire course will be \$30 with an additional fee of \$10 for supplies. The expense for board and room is from \$45 a month.

New Jersey Summer School

DURING the summer of 1923 four courses in more advanced library economy will be given by the New Jersey Library Commission. These courses will last for ten days and will be held in sequence with three days between. The work given will be the same as that given at regular library schools so far as the time will allow. To make the course of more benefit to each pupil the membership of each class is limited. These courses are: July 10, Children's work, Mrs. Caroline Burnite Walker. July 24, Book selection, Margaret Jackson. August 8, Advanced cataloguing and classification, Frances Hobart. August 21, Reference work, Marie Hamilton Law.

The classes will be held at Navesink in the Navesink Library which is the headquarters of the Middletown Township Library. The students will live at the Teachers Club.

Birmingham Summer School

SEVEN weeks' intensive instruction in library science will be given to teacher-librarians by the Birmingham (Ala.) Summer School beginning June 23rd.

Three points credit toward the bachelors' degree or a corresponding credit on the teacher-training course will be granted by the Extension Department of the University of Alabama to those who complete the courses.

Two courses are offered this year, in each of which thirty one-hour lectures will be given. They are administration and cataloging, and book valuation and bibliography.

MARY E. FOSTER,

Director of Work with Children and Schools.

German Book Prices

THE accompanying correspondence is self-explanatory. It consists of a letter from the Librarian of Princeton University to Herr Volckmar, the Schatzmeister of the Börsenverein—a man who in Leipzig is dubbed the king of the German book trade—Herr Volckmar's reply, a letter from Hans Harrassowitz relating to the same matter and the action of the Börsenverein taken on January 24.

Herr Hans Volckmar,
Hospitalstrasse,
Leipzig, Germany.

My dear Herr Volckmar:

American buyers of German books are greatly disturbed over the variance, as far as they can see, without justification, in the prices of new and "in print" publications. They are perfectly willing to admit that for some of these books they have been paying less than they are worth, but they hold that for others the price is excessively high.

I hold no commission to write to you about this matter, but I am interested in the re-establishment of the former friendly relations, so much in the interest both of the bookseller and the book buyer. I address you in the hope that, by presenting our point of view in a frank way, we can come to a better understanding.

I recognize the difficulties under which the book trade is laboring and I have no desire to take advantage of them. Personally, I am not inclined to quarrel with your practice of charging a foreign price higher than the domestic, so long as the foreign price does not vary in different countries.

I believe that a book, like every other piece of merchandise, has a value that does not fluctuate with the exchange. Its "use value" is no different when manufactured in Germany from that of a similar book made in America. It is obvious that when the selling price rises above the use value the buyer ceases to purchase, and that to a considerable extent the use value must govern the selling price. It is fair to assume that your pre-war prices were, to a large extent, governed by this factor and that they paid the cost of production and a reasonable profit.

While I know, of course, that, since the war, costs, both of labor and materials, have increased enormously, unless all the information which I have been able to gather is misleading, the ratio of these increases is less than that of the fall of the mark. In other words, costs, reckoned in good marks, have not increased and the margin of profit on a book, priced on the pre-war scale, is larger than before. The action of the Börsen-Verein in September seems to me to indicate a desire on their part to return to the gold mark basis. This seems to me to be, in every respect, desirable.

The prices we are being charged for many books do not, however, warrant us in believing that the principle is finding general acceptance. During the past week there have come to us from Germany two books, the cost of production of which must have been approximately the same. They would have been priced before the war at about four marks. One of them was billed to us at five cents and the other at three dollars. We paid too little for one and too much for the other.

It would be very easy to specify many cases of this sort. Prices of many books are now greatly in excess of the pre-war cost of similar books. In some cases this increase amounts to from 100% to 200%. As a result of

this practice of a few publishers, we have instructed our agents to consider as cancelled all orders for books which are priced on this scale. We are unable to purchase, as we would like, new German books, since we cannot know beforehand how much we must pay for them.

I am aware, of course, that recently there have been considerable cuts in the prices of many books, but our American agents claim that they are obliged to charge the old prices since the books were billed to them on the old scale and that they can secure no rebate. The latest volume of Pauly-Wissowa was charged to them at \$7.50 and is now priced at \$4. Martens' *Nouveau Recueil*, XI, pt. 1, was billed at \$12 less 25%, and is now quoted at \$4.80. Spielmeier's *Neurology*, a book which before the war would have cost us about \$5, was published at \$16.70 and is now reduced in price to about \$11.

It is unnecessary further to particularize. We wish to buy German books and we are willing to pay fair prices for them. We wish to have some means of knowing, when we order a book, how much it will cost. We believe that the recent action of the Börsen-Verein is a move in the right direction and we would be glad to be assured that it will result in a levelling of prices, and, particularly in the case of two well known houses, in the reduction of prices which are at present extortionately high.

May I suggest for your consideration the desirability of the publication in the *LIBRARY JOURNAL* and the *Publishers' Weekly* of a brief, clear and temperate statement, over your signature, of the present situation of the German book trade and its theory and practice regarding export prices. I believe it would have an excellent effect.

Very sincerely yours,

JAMES THAYER GEROULD, Librarian.

Princeton University, January 4, 1923.

HERR VOLCKMAR'S REPLY.

Dear Mr. Gerould:

Your kind letter of January 4th offers me a welcome opportunity to explain to you the existing situation as regards the German book trade and the prices of German books.

I take it for granted that you will agree that the problem created by the fall in the mark should be discussed, not by considering particular cases of prices for which there has never been any justification, but by an examination of the economic conditions which the publisher and book dealer must meet.

It is in my capacity as a member of the Directorate of the Börsenverein der deutschen Buchhändler, that I feel qualified to elucidate in brief outline the problem of post-war price regulation. I have been intimately associated with every phase of it and two of the most important measures have been suggested partly by myself.

One of these measures was the inauguration in 1920 of the Regulations of sale to foreign countries and the approval of prices thru a governmentally established board called the *Aussenhandelsnebenstelle für die Buchgewerbe*.

The second measure was the withdrawal in 1922 of the prices quoted in marks, and the substitution therefore of a price determined by a base number (*Grundzahl*) multiplied by a variable key (*Schlüsselszahl*) determined from day to day by the Börsenverein and the Verlegerverein, in accordance with the fluctuation in the value of the mark.

I must make it clear that the book trade organizations have no power to compel the adoption of this system and that at the present time only 75% of the publishers have done so.

The problem of price regulation cannot be considered independently of the general economic breakdown. By foreigners, accustomed to stable currency, this fact is not readily comprehended.

The reason for the establishment in 1920 of the first regulation of which I have spoken, lay in the fact that, owing to the rapid fall in the value of the mark, publishers and booksellers' stocks were rapidly being depleted by sales to neighboring countries at prices which did not permit their replacement. It is a fact that Switzerland, for example, was purchasing German books more cheaply than she could buy waste paper at home. It is impossible to estimate the depletion of German capital, due to the fact that our prices were lower than those of the international market. The foreigner, not realizing this fact, considers our measures to defend our trade as an unfair imposition on his countrymen.

Ninety per cent of all products are now being sold at domestic prices below the cost of repurchase, and every transaction of this character means an economic loss to the country. The government requires this with the sole purpose of imposing the burden of the country's catastrophe on the stronger shoulders. Save in the case of a few firms doing an international business at world prices, German commercial houses, despite their large volume of business, are operating with a progressively deteriorating capital. The holder of a mortgage for Mk. 100,000 made in 1914, is compelled by the government to accept that amount, in paper marks, for its liquidation. He loses thereby the difference between the \$24,000 which the mortgage was worth when made and the \$5 with which it is repaid. A book held in stock in 1914 at a price of Mk. 250 may sell today at a price of Mk. 250,000, but the profit is purely imaginary.

I trust I have made it clear to you why it is that a dealer, compelled by the government to accept a domestic price less than the cost of replacement, must, if he is to keep his business alive, charge the foreigner a price that will produce an actual rather than an imaginary profit.

The inevitably destructive results of inflation are only gradually coming to be understood.

To this fact is due the changes in the method of regulating foreign trade and the adoption of regulations, some of them unfortunately framed, which have caused justified irritation abroad. The first system, a valuta or ratio between the paper mark and foreign currency, established by the government and varying with the exchange rate, would have worked if applied only to pre-war prices; but as domestic paper mark prices rose, it made the foreign price too high. The second system, the additional charge of 100, 200 or 300% on the domestic price, was, because of the rapidly falling value of the mark, equally unsatisfactory.

The third system, established in 1922, provides for a foreign price based on the Swiss franc, converted, in each foreign country, into its local currency at the current rate of exchange. This system is still undergoing development and by no means all of the publishers have adopted it.

In my opinion we should strive to effect the following:

1. For domestic deliveries every publisher should establish a basic price approximating to the former gold mark price.

2. The domestic paper mark price should be determined by a variable key changing with the fluctuations of the mark.

3. For foreign deliveries, the publishers should quote in Swiss francs at the pre-war ratio with the gold mark

of 1 to 1.25. In exceptional cases, as for example some scientific periodicals, an increase on the gold mark price is justified.

4. In cases where, to secure a proper return in the domestic market the base price must be higher than the pre-war price, the quotation in Swiss francs should be made lower than the established ratio.

5. Whenever publishers fix Swiss franc prices higher than they should be, the Controlling Board should insist on a reduction.

6. The Controlling Board should continue to publish abroad exchange tables showing the conversion value of the Swiss franc in each foreign currency. The compilation of these tables is a matter of great difficulty because of the variation in the relative rate of exchange between countries of debased currency and the fact that the domestic purchasing power of a given currency is higher than its rate in the international market.

If the German book trade is to compete in these foreign markets, these facts must be considered in computing the exchange table.

I hope that this system that I have outlined, which expresses the views of the leading publishers, will be generally adopted. It must be remembered that there are in Germany fully two thousand publishers, that each of them carries on his list of books many hundreds of titles and that the Controlling Board has only advisory powers. The task of re-establishing prices is a large one and mistakes and irregularities are bound to occur.

If, as now seems likely, Germany is to be involved in a still more disastrous catastrophe, the plans now made may fail and the publishing business may cease to exist.

One more word in regard to the reason why the base number may not in every case correspond with the pre-war price.

A publisher of scientific books, still disposing of a large pre-war stock and able to sell part of his new publications abroad in foreign currency, may establish a base price lower than the normal so that he can conserve the purchasing power of his German customers.

Publishers of light literature, however, must rely very largely on a home market and quick returns, and are compelled, in consequence, to fix the base price at such a figure as will cover the replacement cost.

Foreigners should never forget that the variable key does not completely balance inflation, but lags far behind the depreciation of the mark. The gold mark price of 1914, if generally quoted as a basic price, should be multiplied not by 900, the variable key in January, 1923, but by a figure between 1,800 and 2,000.

Another remark about the Controlling Board. Its functions consist in the requirement of an export license for all books purchased by the foreign trade. It must see that the established foreign prices are being charged so that capital will not be drained away and that speculation in books may be prevented. The system is not working perfectly, particularly in the occupied area and in Austria. Only a small proportion of the exports, however, escape from control in this manner.

Very truly,

HANS VOLCKMAR.

Leipzig, January 31, 1923

FROM HANS HARRASSOWITZ

My dear Mr. Gerould,

I have not yet answered your letter of January 5, containing copy of your letter to Mr. Hans Volckmar. I got in touch with Mr. Volckmar and have talked over the matter with him carefully. The result is his reply which he sent you a few days ago and which by now will be in your hands. I think that this letter explains

the situation splendidly, and I hope that it will be of use to you. It goes into the problems more deeply than I have done in my previous letters, altho I believe that Mr. Volckmar's letter will not tell you anything that I have not told you before. It will certainly interest you to know, that recently the Börsenverein der Deutschen Buchhändler has published an official declaration, the motive of which has been besides others your letter. Text of this declaration I am giving on the enclosed sheet. It shows, that the official representation of the German book-trade in agreement with the Government Controlling Office does not agree with publishers' prices which are higher than the pre-war gold-prices. It is to be expected that the majority of German publishers will fix their prices in accordance with this rule, altho, as Mr. Volckmar has pointed out in this letter, exceptions to the rule cannot be avoided.

How awfully difficult the situation of the German book-trade is at present, you can imagine by comparing the present changes of the rates of exchanges. At the beginning of January one dollar was about M 7000.-; on February 1st one dollar was M 49000.-; February 17, one dollar = M 17000.-. The Schlüsselzahlen, regulating the Inlandspreise, have been at the same dates as follows:

January 1st, 700; February 1st, 1400; February 17, 2000.

The difference of Inlands-price and foreign-price at these dates for a book of M 10.- Grundpreis = 10 Swiss Francs is as follows:

Inlands-price (2 Dollars = 10 Swiss Fr.) Foreign price
Jan. 1st 10 + 700.- M 7000.- 2 Dollars = M 14000.-
Feb. 1st 10 + 1400.- M 14000.- 2 Dollars = M 98000.-
Feb. 17th 10 + 2000.- M 2000.- 2 Dollars = M 34000.-

If the Dollar should continue to go down to M 10000.-, there would be no difference between domestic and foreign prices. This will perhaps bring up new problems for the German publishers; because, as Mr. Volckmar has tried to explain in his letter, the German domestic book-prices in fact are not yet high enough to make the book-publishing profitable. If even the foreign prices will be as low as the domestic prices, the result will be, that the German publisher is losing money from selling all his books, either to domestic or foreign customers. The further consequence would be, that the book-publishing-business can either not be continued in Germany on account of the costs of production in Germany being higher than the world-prices, or that a general raise of prices, domestic as well as foreign, must be made. In this case the present policy of not raising prices above the gold-level of course must be abandoned. I must confess, that these are problems, a solution of which I cannot foresee at this moment.

With kindest regards,

Very sincerely yours,

HANS HARRASSOWITZ.

Leipzig, February 17, 1923

FROM THE BÖRSENVEREIN DER DEUTSCHEN BUCHHÄNDLER

The undersigned Director has examined the foreign complaints regarding the excessive prices demanded by certain German publishers and has found these complaints to be in part justified.

In agreement with the Controlling Board for the book trade, which is to approve these prices, the undersigned Director is therefore of the opinion that excessive prices to foreigners must be reduced. Prices are to be considered excessive which in general exceed the pre-war prices in foreign countries for works of similar makeup and worth.

Publishers are requested to re-establish their Swiss

franc prices in such a way as to have them correspond to the prices based upon the foregoing principles.

The foreign prices will always be below the prices in the world market. In exceptional cases, especially in the case of scientific periodicals, the Controlling Board reserves the privilege of approving higher prices for the foreign trade.

THE DIRECTOR OF THE BÖRSENVEREIN DER DEUTSCHEN BUCHHÄNDLER.

Leipzig, January 24, 1923

Certain Practices and Beliefs

THE following extracts are from Henry Ford's "My Life and Work," written in collaboration with Samuel Crowther and published in 1922, by Doubleday, Page and Co. The extracts contain some of the conclusions reached after long and wide experience on certain practices and beliefs which are often found in and around libraries.

On Records:

The factory keeps no record of experiments. The foremen and superintendents remember what has been done. If a certain method has formerly been tried and failed, somebody will remember it—but I am not particularly anxious for the men to remember what someone else has tried to do in the past, for then we might quickly accumulate far too many things that could not be done. That is one of the troubles with extensive records. If you keep on recording all of your failures you will shortly have a list showing that there is nothing left for you to try—whereas it by no means follows because one man has failed in a certain method that another man will not succeed. p. 85.

On Experts:

None of our men are "experts." We have most unfortunately found it necessary to get rid of a man as soon as he thinks himself an expert—because no one ever considers himself expert if he really knows his job. A man who knows a job sees so much more to be done than he has done, that he is always pressing forward and never gives up an instant of thought to how good and how efficient he is. Thinking always ahead, thinking always of trying to do more, brings a state of mind in which nothing is impossible. The moment one gets into the "expert" state of mind a great number of things become impossible. p. 86.

On Organization, Red Tape and Titles:

That which one has to fight hardest against in bringing together a large number of people to do work is excess organization and consequent red tape. To my mind there is no bent of mind more dangerous than that which is sometimes described as the "genius for organization." This usually results in the birth of a great big chart showing, after the fashion of a family tree, how authority ramifies. The tree is heavy with nice round berries, each of which bears the name of a man or of an office. Every man has a title and certain duties which are strictly limited by the circumference of his berry. p. 91.

On Departments and Conferences:

Now a business, in my way of thinking, is not a machine. It is a collection of people who are brought together to do work and not to write letters to one another. It is not necessary for any one department to know what any other department is doing. If a man is doing his work he will not have time to take up any other work. It is the business of those who plan the entire work to see that all of the departments are working properly toward the same end. It is not neces-

sary to have meetings to establish good feeling between individuals or departments. It is not necessary for people to love each other in order to work together. Too much good fellowship may indeed be a very bad thing, for it may lead to one man trying to cover up the faults of another. That is bad for both men. . . . The Ford factories and enterprises have no organization, no specific duties attaching to any position, no line of succession or of authority, very few titles, and no conferences. We have only the clerical help that is absolutely required; we have no elaborate records of any kind, and consequently no red tape.

On Authority:

A group of men, wholly intent upon getting work done, have no difficulty in seeing that the work is done. They do not get into trouble about the limits of authority, because they are not thinking of titles. If they had offices and all that, they would shortly be giving up their time to office work and to wondering why did they not have a better office than some other fellow. p. 93.

On Titles:

The work and the work alone controls us. That is one of the reasons why we have no titles. Most men can swing a job, but they are floored by a title. The effect of a title is very peculiar. It has been used too much as a sign of emancipation from work. It is almost equivalent to a badge bearing the legend, "This man has nothing to do but regard himself as important and all others as inferior." Not only is a title often injurious to the wearer, but it has its effect on others as well. There is perhaps no greater single source of personal dissatisfaction among men than the fact that the title-bearers are not always the real leaders. Everybody acknowledges a real leader—a man who is fit to plan and command. And when you find a real leader who bears a title, you will have to inquire of someone else what his title is. He doesn't boast about it. Titles in business have been greatly overdone and business has suffered. One of the bad features is the division of responsibility according to titles, which goes so far as to amount to a removal altogether of responsibility. p. 93-94.

On getting work done:

We are never satisfied with the way that everything is done in any part of the organization; we always think it ought to be done better and that eventually it will be done better. The spirit of crowding forces the man who has the qualities for a higher place eventually to get it. He perhaps would not get the place if at any time the organization—which is a word I do not like to use—became fixed, so that there would be routine steps and dead men's shoes. But we have so few titles that a man who ought to be doing something better than he is doing, very soon gets to doing it—he is not restrained by the fact that there is no position ahead of him "open"—for there are no "positions." We have no cut-and-dried places—our best men make their places. This is easy enough to do, for there is always work, and when you think of getting the work done instead of finding a title to fit a man who wants to be promoted, then there is no difficulty about promotion. p. 97.

On acquiring knowledge:

Knowledge to my mind, is something that in the past somebody knew and left in a form which enables all who will to obtain it. If a man is born with normal human faculties, if he is equipped with enough ability to use the tools which we call "letters" in reading or writing, there is no knowledge within the possession of the race that he cannot have—if he wants it! ". . ." The object of education is not to fill a

man's mind with facts; it is to teach him how to use his mind in thinking. And it often happens that a man can think better if he is not hampered by the knowledge of the past.

It is a very human tendency to think that what mankind does not yet know no one else can learn. And yet it must be perfectly clear to everyone that the past learning of mankind cannot be allowed to hinder our future learning. Mankind has not gone so very far when you measure its progress against the knowledge that is yet to be gained—the secrets that are yet to be learned. p. 248-249.

JOHN COTTON DANA.

Washington's Library Training Facilities

WHAT is believed to be the first attempt at a book of local library training courses has just been published by the District of Columbia Library Association. This pamphlet is entitled "Washington's Facilities for Training in Library Science" and it is the result of a special survey made by the Association's Committee on Library Training of which Clara W. Herbert, assistant librarian of the District of Columbia Public Library, is Chairman. Associated with Miss Herbert on the Committee were: Ellen A. Hedrick, Alfred F. W. Schmidt, Adelaide R. Hasse, Florence G. Bell, Dorothy DeMuth Watson, Julia L. V. McCord, and Joy Elmer Morgan.

The report of the Committee is in handbook form and it tells of the training courses in library science offered by the following agencies: Department of Agriculture; Washington School for Secretaries; Public Library of the District of Columbia; George Washington University, and Howard University. In each case the purpose of the course is outlined; time required; admission requirements; tuition fees; courses of instruction, etc. An introduction to the report, prepared by the Chairman, calls attention to the exceptional opportunities for library work in the city of Washington. A nominal charge of twenty-five cents is made for copies of the report to cover cost of printing.

To Librarians in New York

THE New School for Social Research, 465 West 23rd St., New York City, again offers to librarians a special rate for the courses just announced for the summer term. The term, which begins June 25th and ends September 15th, is divided into two six-week periods. All lectures are given in late afternoon and evening and there are, as a rule, twelve lectures in each course—in some cases one lecture a week throughout the whole term being given, and in others two lectures a week for one-half term. The tuition fee for each course is \$15, but librarians pay only \$10. Registration begins June 18th.

THE LIBRARY JOURNAL

TWICE-A-MONTH

JUNE 15, 1923



THE annual meeting of the Special Libraries Association, held this year apart from the A. L. A. conference, brought to that favorite library hostelry, the Hotel Chelsea at Atlantic City, a gathering of nearly two hundred of the various orders of special librarians, as many as attended the earlier meetings of the A. L. A. itself. The Association, under the presidency of Dorsey W. Hyde, Jr., had been brought to a promising standard of efficiency, and under Miss Rankin's leadership this past year it has reached a new level of usefulness. A successful feature, which should always be important at library conferences, was the mixing together in old and new friendships of people whose work or geographical distance keeps them otherwise separated. It was especially gratifying to have the English library profession in this field represented by Mr. Pearce's paper which showed that the business library, largely an American institution, is developing in the mother country toward organizing workers into a special association. This follows the international precedent made when the Library Association of the United Kingdom was organized in 1877, after that of the A. L. A., happily stimulated by the presence of the American delegation which made the first library visit to England in that notable year, so that the semi-centenary of the English Association will follow closely upon that of the American.

THE bright talk of John A. Lowe, unfortunately presented so late in the meeting as to preclude the discussion which it would otherwise have invited, brought to the fore the fact that many, indeed most, of our greater public libraries include in their departments or special collections a number of special libraries of all sorts—agricultural business, municipal reference and others, administered by special librarians on their staff. The importance of close relationship between separate special libraries and the public library system was thus again emphasized, as well as the usefulness of co-operation among the special libraries of cognate fields. It is, in fact, difficult to draw the lines which separate special from public libraries and among themselves, especially as the Association includes not only the business libraries

which are its nucleus, but many other specialties, some of them represented by permanent sections or round tables at A. L. A. conferences. This renews the question, not only of the relations of special with general libraries, but of special librarians with the A. L. A. and the profession at large. It would be a pity if these should be permanently segregated in meetings, and the desirable solution may be, if the A. L. A. should ultimately decide upon biennial conferences, that the S. L. A. should meet one year coincidentally with the general meeting and other years by itself, as the several sections of the A. L. A. would then do.

THE library building of the University is indeed becoming recognized as the central feature of its architecture and work. The Widener Library at Harvard, that noble memorial and monument, is a noteworthy example, and Yale proposes to devote six million dollars of the Sterling bequest to the great library building now in plan. At the other end of the country, the library buildings of Leland Stanford University and at Berkeley are great features in the university plan, and Washington University at St. Louis couples its administrative library buildings as the major factors in the great quadrangle which is its architectural triumph. The University of Michigan dedicated its fine new library building two years ago, and now, as at Brown University, the main library is complemented by an additional and appropriately designed building, where the collection which is housed, as well as the edifice which houses it, are the gift of Mr. William L. Clements, one of the regents of the University, who has been the mainstay of his Alma Mater in its library development. The Clements library of Americana is one of the most notable collections that exists in its field and its generous owner has done wisely as well as generously in thus ensuring its perpetual preservation as a service to scholars.

THE death of David Hutcheson removes from earth a veteran librarian less known throughout the profession than he deserved to be, because he had been so closely identified with Washington and the Library of Congress during his long

service in that library, culminating in the position of superintendent of the reading room, which he held from 1897 until his retirement in 1907. This position brought him into relation with a large number of scholars, who more and more make the Library of Congress their workshop, and as one of the founders of the Cosmos Club, which is the Century Club of Washington, he continued that friendship with many of the leading men of the country, honored and now lamented by all who knew him. It should not be forgotten that a life of such service as he gave in the national reading room is not less valuable and worth the living because its fruition came thru the work and fame of others whom he so quietly and patiently served.

NOT a few librarians have reached, or like the A. L. A. are nearing, a half century of

service. But we do not recall having recorded the diamond jubilee of any working librarian. We are therefore glad to note that George Maurice Abbot, who began service with the Library Company of Philadelphia, June 23, 1863, will on that day in the present month of this year of grace 1923, complete his sixty years of service in that one library, of which he has been librarian for sixteen years, and to offer him the congratulations of his colleagues. This is new evidence of the longevity of the profession as well as of its single-hearted service to its community. Perhaps there is no other calling in which there are more creditable examples of continuous service in the same employ for such length of time as is shown by the golden jubilants and now a diamond jubilant among us.

LIBRARY ORGANIZATIONS

LIBRARY WEEK AT SILVER BAY

LIBRARY Week for 1923, which will be at Silver Bay on Lake George, September 3-8, will this year be an interstate meeting, in which, as well as the New York State Library Association, the Massachusetts Library Club and the Connecticut Library Association will take part.

Silver Bay, which is beautifully situated, can easily accommodate about eight hundred people. It is conveniently reached from New York by railroad or night boat to Albany and the Delaware and Hudson Railroad to Lake George. Special Pullman cars will be run from Buffalo and New York direct, leaving both places on the evening of September 2nd. Reservations for rooms in the hotel or the cottages should be sent to Miss Mildred E. Ross, Grosvenor Library, Buffalo, New York, and to those who make tentative reservations further travel and program notices will be sent.

Rates are:

- All buildings outside hotel (with meals)
- 2 in a room, \$3.50 per day each
- 1 in a room, 4.50 per day
- Hotel (with meals)
- 2 in a double room (without bath), \$4.00 per day each
- 1 in a double room (without bath), \$5.00 per day
- 1 in a single room (without bath), \$4.00 per day
- 2 in a room (with bath), \$5.00 per day each
- 1 in a room (with bath), \$6.00 per day

AUGUSTUS H. SHEARER, *President*.

SPECIAL LIBRARIES ASSOCIATION OF BOSTON

THE Special Libraries Association of Boston held its Annual Meeting on June 2, at Hemlock Hill in the Arnold Arboretum. After the annual report had been read, and the business, including the election of officers for next year had been completed there was a box supper under the trees.

The Special Libraries Association of Boston has met monthly thru the season beginning with September, with the exception of the December meeting, which was omitted. There are one hundred and seventy members, of whom fifty-three were added this year. There have been eleven resignations and one death.

Some of the members expressed a wish to have arrangements made for supper at a convenient place before the meetings and this has been done, with the resultant average attendance of twenty-nine. The average attendance at the meetings has been fifty-five.

The Association has shown itself very much alive, as the addition of fifty-three new members to its ranks points out. Besides this there has been:

a. The work on the "Society Address Lists," which has been completed, and the report with the subsequent correspondence from H. W. Wilson Company, referred to Rebecca B. Rankin with the request that she appoint a committee to handle its publication, so that the directory shall be known as the "Society Address List of the National Special Libraries Association."

b. The continuation of the course in library methods by Mrs. Hartzell with an enrollment of ten members.

c. The publication of the report on Follow-up Methods in the December 1st, 1922, LIBRARY JOURNAL.

d. The continuation of the work of the Registration Committee, and the placing of three members of the Association in positions.

e. The formation of committees on Methods; Sponsorship for special knowledge; Reference tools, or how to get up-to-date information on business subjects; one on forming a section in Engineering; and one to look into the possibility of the Association aiding the Library at Louvain and the merchant marine.

f. The committee on the Union Catalog has been continued, with authority to carry out the plan of having a union catalog at the Boston Public Library and the Library at Harvard University to contain (a) a subject list of special collections in the libraries of the Boston district, with notes as to their approximate size and scope; and (b) an author list of all books costing \$15 or more, and published since 1914 which are acquired by the libraries of the district.

g. The formation of a committee which has sent out questionnaires to the libraries listed in the Directory of Special Libraries in Boston and Vicinity to find out what ones are available for consultation by the public or other librarians and to bring the previous information up-to-date. This Association has also co-operated with the National Association in its revision of the directory.

The officers for next year are: President, Walter B. Briggs, assistant librarian, Harvard University; vice-president, Daniel N. Handy, Insurance Libraries Association; secretary, (Mrs.) Ruth Lane, Vail Library, M. I. T.; treasurer, Christine Beck, Associated Industries of Massachusetts.

D. C. L. A. HOSPITALITY MEETING.

WASHINGTON librarians met on the evening of May 26th at the Grace Dodge Hotel to entertain librarians visiting the national capital en route from the Atlantic City Convention of the Special Libraries Association.

Charles R. Mann, secretary of the American Council of Education, pointed out the need for more attention to the detailed specifications covering library positions. This information, he stated, is particularly necessary at this time in connection with the application of the new reclassification law. What we need is not so much a knowledge of the personal qualifications of the librarian, but a knowledge of the precise duties of the position which the librarian fills. Washing-

ton is an ideal place for students of politics, economics, social science, history and all kinds of research work, said Dr. Mann, referring to the vast stores of primary and secondary research materials to be found in archives and libraries of government departments and elsewhere. In this connection he described the "university center of research plan" the purpose of which is to offer to graduate students of various universities an opportunity to undertake supervised post graduate study in the city of Washington.

Mr. H. H. B. Meyer, chief bibliographer of the Library of Congress, made a report upon the A. L. A. Hot Springs Conference and Julia L. V. McCord and Luther L. Dickerson reported on the Atlantic City Convention of the Special Libraries Association. Mr. Meyer discussed at some length the movement for the establishment of a central headquarters building for the American Library Association and the action taken on this at Hot Springs. At the conclusion of his talk a collection was taken to be forwarded to A. L. A. headquarters to swell the headquarters building fund.

CLEVELAND LIBRARY CLUB

THE Library Club of Cleveland and Vicinity was organized in February of this year for the purpose of increasing the usefulness and furthering the interests of libraries and librarians in Cleveland and vicinity, in every way possible.

A special provision of the constitution allows for the organization as sections of the Club of certain groups of members having a special interest in common or desiring to accomplish a special line of work. The Special Libraries Club of Cleveland has already affiliated itself as a section of the larger club, and Lenore Lingan, librarian of the Cleveland Press, has been elected chairman of the Special Libraries Section for the coming year.

At the April meeting, a joint meeting with members of the Akron Library Club, Professor Azariah S. Root, Oberlin, spoke on "Future Problems of American Libraries." He emphasized the need of more intensive cultivation of the library field thru a more systematic development of the library constituency; thru the development and rounding out of the various library collections; more improvement of the quality of the reading of the library constituency; and a more systematic development of library methods of cataloging, classification, subject headings, and of library service in general.

The officers of the Club are as follows: President, Alice S. Tyler, director of the Western Reserve University Library School; vice-presidents, Wallace H. Cathcart, director Western Reserve Historical Society, and Emma M. Boyer,

director Standard School of Filing; treasurer, Edythe A. Prouty, supervisor of Library Stations, Cleveland Public Library; secretary, Alta B. Claflin, librarian of the Federal Reserve Bank of Cleveland.

TENNESSEE LIBRARY ASSOCIATION.

AT a dinner on the evening of April 23, the Tennessee Library Association met in annual session at the Eastman Hotel in Hot Springs, Ark., with President Nora Crimmins, Chattanooga Public Library, in the chair. Mary E. Ahern and Marilla W. Freeman, Cleveland Public Library, were guests of honor.

A response from each member present on "What I Have Gained From the A. L. A. Conference" proved most interesting, giving seventeen different viewpoints.

Mary U. Rothrock, librarian of the Lawson-McGee Library, Knoxville, was elected delegate to the A. L. A. Council.

The proposed constitution of the Southeastern Library Association was ratified, making it necessary for only one more state to ratify before being adopted. Plans for financing the proposed A. L. A. headquarters building in Washington were discussed and the matter finally referred to a committee composed of Miss Rothrock, Charles Johnston, Mrs. Stanley Johnson and Miss Crimmins, to co-operate with the A. L. A. committee.

The next meeting of the association will be held at Signal Mountain Inn just previous to the Southeastern Library Association conference in 1924.

The following were re-elected as officers: Nora Crimmins, Chattanooga Public Library, president; Alice Drake, Jackson Public Library, vice-president; Bertie Wenning, Chattanooga Public Library, secretary-treasurer.

IDAHO STATE LIBRARY ASSOCIATION

THE Idaho State Library Association held its annual convention in Boise, April 24-26th, in the Assembly Room of the Carnegie Public Library. Jessie Fraser, librarian of the Twin Falls Public Library and for the past two years president of the Association, opened the conference with greetings. The afternoon session was held in the beautiful rooms of the traveling libraries in the state capitol. Miss Roberts, head of the traveling libraries, gave an interesting report of her work, first organized twenty-two years ago. Miss Crawford of Boise gave a report of the Historical Research Committee. A check list of Idaho Historical material will soon be issued. Miss Reely, librarian of the Boise High School gave an interesting report of her work. Miss Reely holds the distinctive position of being the only high school librarian in the state. Some high schools have teacher libra-

rians, but no one person devoting her entire time to library work.

Mrs. Bess, of Caldwell, gave an interesting paper on making up the budget. She presented statistics giving the population of cities, and per capita appropriations. Idaho has two places to be proud of: American Falls, with a per capita appropriation of \$1.29, and Parma, with \$1.50 per capita appropriation, much above the \$1.00 per capita asked by the A. L. A.

On Wednesday morning Fannie Irwin of the State Library gave an interesting talk on the political side of library work, and said that while she approved of the county library law, it would have been unwise this year to have brought it before the legislature. Marion Orr, of the Idaho Falls library, had prepared a splendid map of Idaho showing the cities and counties which have libraries. Thirteen counties have no libraries. Miss Tyer of the State Library gave an excellent paper on public documents.

In the afternoon, reference work was the topic of the discussion.

In the evening a book forum was held by Jessie Scott Millener, of Pocatello. A number of the Boise people had been asked to give book reports, and they responded splendidly.

On Thursday morning Miss Robertson, of Boise, discussed children's reading, noting many current problems in the children's department. Miss Locy of Weiser told "What a Library Day Did for Our Library." Every year one day is set apart for a library day, when the library is at home to the community. The library often receives books and money as a result of this function.

At the afternoon session resolutions carried included the endorsement of the A. L. A. program for budget and salary schedules; that each librarian invite and urge her board of trustees and library patrons to become members of the state association; that each librarian try to obtain the co-operation of local newspapers in advertising work of the library, and that the library seek the co-operation of the movie houses in trying to get advance information of some of the films of standard good books, which will be produced at the local theatres. The association also went on record as supporting the traveling library, working for the county library and in every possible way advancing library work so that Idaho could take its place in the first rank of progressive states.

The invitation to hold the next meeting at Lewiston was accepted.

Officers for the coming year are: President, Jessie Scott Millener, Pocatello; vice-president, Jessie Fraser, Twin Falls; secretary-treasurer, Mrs. Olive Bess, Caldwell.

JESSIE SCOTT MILLENER, *Acting Secretary.*

IN THE LIBRARY WORLD

MASSACHUSETTS

Andover. The end of fifty years of service to Andover by the Memorial Hall Library was celebrated on May 27th in the Andover town hall. Rev. J. Edgar Park delivered the anniversary address, while Dr. Alfred E. Stearns made an historical address describing the founding of the library and its progress and development. Present in the audience, as they were when Phillips Brooks made his dedicatory address half a century before, were Mrs. Joseph W. Smith, whose husband was a generous benefactor of the library; Miss Alice Donald, Mr. and Mrs. Walter S. Donald, Mrs. Joseph A. Smart and George T. Eaton. Tribute was paid by Nathan C. Hamblin, chairman of the board of trustees, to E. Kendall Jenkins, who has been a trustee of the library since its foundation.

The founders of the library were John Smith and his business partners, Peter Smith and John Dove, who pledged \$35,000 on condition that the town pledge a like amount. Subscriptions were secured all thru the town, ranging in amount from ten cents to \$500, and a unique receipt form was given to each subscriber. The cornerstone was laid in September of 1871, and the building formally dedicated on Memorial Day, 1873. The circulation in the first year was 11,326, reaching its peak in 1921, when over fifty thousand volumes were circulated. With the coming in 1907 of Edna A. Brown, the present librarian, innovations were introduced to bring the library in line with modern ideas of administration. The branch library in Ballardvale was started in 1913, and 1914 four traveling libraries of twenty-five volumes each were purchased and sent to the outlying schools of the town. The present book stock of the library is estimated at 26,000 volumes.

Boston. The State Council has appropriated \$779,935 for the Boston Public Library for the coming year, an increase of \$37,942 over that of last year.

NEW HAMPSHIRE.

An inmate of the New Hampshire State Prison writes to the editor of the *Bulletin of New Hampshire Public Libraries*:

We are quite proud to find, by careful study of the "Third Report of the Public Library Commission of New Hampshire," that of the two hundred and twenty-seven libraries reporting to the Commission only seventy-seven of this number had a larger library than we have here at our State Prison. In other words we have a larger library than sixty-six per cent. of the towns of New Hampshire. We have between 4,800 and 5,000 volumes

and add from one hundred and fifty to two hundred volumes every year.

Our library was classified according to this system a little more than a year ago. More than 500 books were discarded. All of the remaining 4,500 were "spotted" with black paint, numbered with white paint, then shel-lacked over the numbers. A catalog of two hundred pages was issued. And while we were doing all this work we did not lose a single library day! The work was done without any outside assistance excepting one day from Miss Kingsland.

Our prison library is without doubt the greatest force for good that we have here in our prison. It is very well patronized and we are proud of it!

NEW YORK

New York. While the private gift of six million dollars to the Reference Department of the New York Public Library will enable the library to operate the department for the present without a deficit, and to make up some of its arrears in binding, cataloging, and book purchasing, the outlook for the Branch Department is not bright unless the city materially increases its appropriations. A loss of 297,307 in circulation thru the forty-three branch libraries, the Extension Division, including six sub-branches, and the Library for the Blind is primarily due to the continued shrinkage of the book stock. The year 1922 ended with 14,680 fewer books than at the beginning; 175,000 volumes need to be discarded immediately; and it is estimated that it would take \$250,000 properly to rebuild the collections. The funds available for book purchases in 1922 were \$40,000 less than in 1921, and \$67,500 less than in 1920. As in the Brooklyn Public Library, the children's department also showed the effects of a depleted book stock. The total juvenile circulation of 3,826,283 was 140,307 less than in 1921. Of the 260,000 children's books in circulation 150,000 ought to be withdrawn from use. Annual salary increases in the staff have been in abeyance from lack of funds since 1920.

The circulation of books for home use, 9,929,509, was less than the previous year, but the number of readers and visitors entering the Central Building was 3,142,176, an increase of 134,018, or about four per cent. The grand total of books in the library now stands at 2,678,150 volumes and pamphlets; 1,531,222 in the Reference Department and 1,146,928 in the Circulation Department. Gifts of 43,130 volumes and 70,781 pamphlets were received. The Reference Department disbursed \$970,639, of which \$667,648 went for salaries, and \$49,672 for books, periodicals and binding. Salaries accounted for \$888,809 of the Circulation Department ex-

penditures of \$1,139,693, and books, periodicals, and binding for \$207,611. More than half of the Reference Department book appropriation is spent for its 4,695 periodicals.

The staff of the Economics Division was besieged by 77,697 readers, six thousand more than in 1921, and of these, it is pointed out, fully three-fourths came in search of information, not of a particular book. In the Newspaper Division a new kind of charging slip, requiring persons asking to use bound files of newspapers to give their reason for using the volume, has appreciably cut down the number of timekillers. In the Periodicals Division 2,882,852 periodicals were given out to 217,206 readers signing slips,

Brooklyn. Work at the Brooklyn Public Library during its twenty-fifth year was handicapped by insufficient appropriations and by the delay of the Board of Estimate in honoring reports of the Board of Trustees on transfers within the appropriation. Supplies of all kinds ran short. The number of books lost, missing, and discarded was 12,187 more than the number purchased, in spite of careful buying in second-hand stores. The circulation of children's books decreased by 109,255 as compared with 1921, a condition due for the first time in the history of the library to a shortage of books. The adult department, however, showed an increase of 77,030. The library had 943,864 books at the end of 1922, a smaller number than at the end of the previous year.

The new Irving Branch, the twenty-first and last building to be erected with funds given by Andrew Carnegie, and designed to replace the present Ridgewood Branch, is expected to be ready for occupancy soon. The Greenwood Heights Community Center was opened in Public School No. 172 on January 9. Sixty-seven appointments were made to the staff, and forty-six resignations accepted. Thirteen assistants were appointed in the first grade from the elementary course in library training which ended March 31, 1922.

The entire circulation was 6,040,482, of which 4,291,275 books were fiction. From receipts of \$776,232, expenditures for books were \$91,005; periodicals, \$8,821; and binding, 30,000. Salaries for library service were \$416,603, and for janitor service, \$61,888.

PENNSYLVANIA

Philadelphia. On June 24th George Maurice Abbot, librarian of the Library Company of Philadelphia, will have completed sixty years of continuous service in the library which he entered on the 24th of June, 1863, a short time before the battle of Gettysburg. The anniversary recalls Mr. Abbot's "Short History of the Library Company of Philadelphia Compiled

from the Minutes, Together with Some Personal Reminiscences" published by order of the board of directors on the occasion of his fiftieth anniversary of service. The librarian in charge when he entered as a lad of fifteen was Lloyd P. Smith, who was obliged to leave a few days later to join the Germantown company of Home Guards to repel the Confederate invasion. In his absence his father, who had been a librarian before him, and the new assistant carried on as best they could. Mr. Abbot pays especial tribute to the younger Smith's ability in conducting the library thru a very trying period, and has often been struck with the fact that the librarian of the "war time" had purchased wisely under very unusual circumstances.

The novels most in demand at that time were those of Mrs. Henry Wood, Miss Braddon, Rhoda Broughton, Charles Reade, Wilkie Collins, and Joseph Sheridan Le Fanu. Referring to the superstition then current among the people of the neighborhood that at midnight the statue of Benjamin Franklin over the front door came down to sit on the fireplug in front of the building and drink a mug of beer, and that his spirit could frequently be seen wandering around the library galleries, Mr. Abbot remarks that for his part the only spirits he ever saw there were the rum and peach brandy used in making the Fish-house punch always brewed after the annual meetings and elections in May. "This was the one day of the year we were sure of being popular; not only did our members come but they brought many friends and relations and the lawyer's offices in the neighborhood contributed their quota." This was all very well when the library was situated on quiet old Fifth Street, but when tried in the Locust street building it was found that the custom could not be continued. "The result was that we had to make up in proxies for those who did not come (the main inducement being removed) and now on election day some five or six people attend, the rest being represented by proxies."

The Library Company of Philadelphia arose from no less distinguished a source than Benjamin Franklin's "Junto," a club founded by him for literary and scientific discussion and the reading of original essays and poems. He requested the members to bring to the club room such books as they could spare from their private libraries for the common use of all. The plan went well at first, but later the books were taken back by their respective owners. Then, says Franklin in his "Autobiography," "... I now set on foot my first project of a public nature, that for a subscription library. I drew up proposals, got them put into form by our great scrivener, Brockden, and by the help of my friends of the Junto, procured fifty sub-

scribers of forty shillings each to begin with and ten shillings a year for fifty years, the term our company was to continue. We afterwards obtained a charter, the company being increased to one hundred; this was the mother of all the North American subscription libraries, now so numerous." The Instrument of Association was dated July 1, 1731.

From the rooms of members the library was eventually removed, in 1740, to the "upper room of the westernmost office of the State House"; to Carpenter's hall in 1773; and to Fifth Street on the last day but one of 1790. Removal to the present building at Locust and Juniper streets was made in 1830. The Ridgway branch at Broad and Christian streets was built in 1878.

INDIANA

In making his last report as secretary of the Indiana Public Library Commission, William J. Hamilton summarizes work done by the commission from October 1, 1921, to September 30, 1922, as including: One new county (Bartholomew) served under county library act of 1917; 425 visits made by the staff; 207 public and 121 school and institution library visits made; twenty-three libraries receiving organization help; eleven new towns obtaining library service; four new townships served under township support for libraries, act of 1911; fourteen district meetings of the Indiana Library Association planned for and attended by the commission staff; forty students instructed in summer school for librarians; 23,126 volumes circulated by Traveling Library Department (a gain of 289); 213 associations served by Traveling Department and sixty-nine new stations served. The increased appropriation made by the 1921 legislature made the work simpler to handle.

Only Pike and Crawford counties remain without any public libraries. Only five library tax rates were protested by taxpayers. Indiana is the only state in the Union where library boards with a knowledge of local conditions may fix their tax rate, so that a much higher standard of service may be expected of its libraries if librarians and library trustees take full advantage of their power. In the work with schools, it was decided to work on the county unit basis this year instead of putting effort into organizing individual school libraries where a change in the teaching staff may undo all the work at any time. The last of the before-the-war donations of the Carnegie Corporation have been utilized, and three new library buildings were opened during the year at an average cost of \$14,000, local gifts being used to supplement the Corporation grants of \$7,500 and \$10,000. The records of the Commission show 199 townships obtaining library service from

158 different public libraries. The new county library at Columbus will serve fourteen more townships, and with the other county libraries, makes a total of 312 townships receiving library service out of the 1,017 in the state. It fortunately happens that these 312 are the most populous, as they contain over two million inhabitants as against less than one million in the other 705.

Of the \$21,239 expended \$12,436 was paid out in salaries, \$1,592 in traveling expenses, and \$2,429 in the purchase of traveling library books.

ILLINOIS.

Urbana. The Illinois Legislature has passed and Governor Small has signed the bill making appropriations for the University of Illinois for the coming two years. One item in the bill provides for the erection of the first unit of a new Library Building at a cost of \$750,000.

OKLAHOMA

Since the establishment of the Oklahoma Library Commission in 1919 the secretary, Mrs. J. R. Dale, has filed reports with the Governor and Legislature each year. Available funds did not permit the printing of these until recently, when the reports of three years have been combined in one fully illustrated report which serves as a complete history of the Commission and a survey of library conditions in the state, immeasurably improved since the creation of the commission. Its appropriation for 1921-1922 was about \$20,000.

At the time of the first survey fifty counties were without public libraries. On June 30, 1922, there were but twenty-nine. Free or public libraries were established in twenty counties, as well as four free libraries and a number of club-libraries. Garfield and Pottawatomie counties established county library service. The state has twenty-four Carnegie libraries. By the efforts of the Commission and the co-operation of mayors and councils all delinquent libraries have been removed from the blacklist of the Carnegie Corporation. Twenty-five free public libraries occupy rented rooms or city halls.

Books began to arrive in January, 1920. Since that time more than 1200 traveling libraries have reached 75,000 readers in every county in the state. A Reference Department was added July, 1921, and in the six months before the time of the report, June 30, 1922, over three thousand individual requests were answered by letter and approximately 2,500 books sent out as individual loans. A department of books for the blind was added for the benefit of the 3,000 adult blind of the state, more than five hundred of whom have asked for alphabet sheets and primers to teach themselves to read Revised Braille books. Three bulletins of general

information were prepared for distribution, as well as ten thousand copies of an eight-page Traveling Library pamphlet. An annotated list of 1200 titles of "Books for Boys and Girls of Oklahoma," prepared by the Commission, was the first of its kind in the state.

MINNESOTA

Minneapolis. The cornerstone of the new library building of the University of Minnesota was laid Thursday May 16, 1923. The speakers were President L. D. Coffman of the University, President emeritus William W. Folwell (who was librarian of the university, 1869-1907), Rev. Thomas E. Cullen of St. Thomas College, representing the small colleges of the state, Rev. W. E. Lemon of the Andrew Presbyterian Church of Minneapolis (the university church) and Dean Guy Stanton Ford of the Graduate School of the University of Minnesota and chairman of the Library Committee of the university senate. Consulting architect J. H. Forsythe and Frank K. Walter, librarian of the university, assisted at the exercises, Dr. James K. Hosmer, president of the A. L. A., 1902-03, and Pres. William L. Bryan of the University of Indiana, and a large delegation of librarians from the libraries of St Paul and Minneapolis were present in addition to faculty and students. The building is well advanced in its construction and its completion by the spring of 1924 is expected unless untoward conditions intervene.

WISCONSIN.

Madison. A medallion designed by Merton Grenhagen of Oshkosh was recently placed on the walls of the Assembly Chamber in the Capitol as a memorial to Charles McCarthy, long chief of the Legislative Reference Library. The principal address was delivered by Sir Horace Plunkett, member of the Irish Senate and a long time personal friend of Dr. McCarthy. Justice Walter C. Owen, of the Supreme Court, spoke of Dr. McCarthy's service to the State and at the conclusion of the program the two houses of the legislature adjourned out of respect for the former chief of the Legislative Reference Library.

The new Directory of Graduates 1907-1922 of the University of Wisconsin Library School lists 443 graduates and 21 non-graduates and the members of the class of 1923 with their home addresses. These are followed by a geographical index, a list by classes, and a summary of the positions held. Graduates are located in thirty-six states, the District of Columbia, the Canal Zone, the Philippine Islands, Canada, China, Norway and Sweden. Positions held by graduates in April, 1923, were as follows:

Librarians of public libraries, 45; Librarians of branches, 21; Heads of departments in public libraries, 7; Assistants in public libraries, 32; Children's librarians, 25; Librarians and assistants in university and college libraries, 22; School librarians, 30; Librarians and assistants in normal schools, 14; Business and special libraries, 15; Catalogers, 27; Reference librarians and assistants, 21; Engaged in legislative and municipal reference work, 6; Librarians of army and hospital libraries, 6; Engaged in library commission work, 8; Librarians of county libraries, assistants, in charge of extension, 8; Instructors and assistants in library schools, 7; Engaged in federal service, 1; Trustees, 4; Book-selling, 5; Medical library work, 6; Civic and social work, 4; Other lines of work (Business 5, Teaching 3, Music 1, Stage 1, Editorial 1, Religious, 2), 13; Students—completing work for degrees, 5; Married, 97; Withdrawn from active work, 23; Deceased, 10; Total 462. Of these 19 are counted twice, so that the net total is 443.

WASHINGTON

Seattle. By joint action of the members of the Puget Sound Library Club and the Alumni of the Library School, a library school student loan fund has been established, to be known as the University of Washington Library School Loan Fund. This fund is available to students in the Library School who have been in attendance for at least a quarter and have made a satisfactory record. Its purpose is largely to meet emergency needs of the students, rather than to pay expenses thruout the year. It is administered by a committee consisting of William E. Henry, director of the Library School, chairman, Kate M. Firmin of the Seattle Public Library, and Marie Alfonso, of the Library School. The fund is being raised by voluntary contributions from the members of the Club and the Alumni Association, and altho the movement was inaugurated only about a month ago contributions amounting to over \$300 have been received. The fund is open to contribution at any time, and it is planned to present the matter from time to time in the future.

CALIFORNIA.

San Francisco. The new Rice Institute Chemistry Building, for which ground was broken on June 4th, is to contain an adequate library for students of chemistry, to be maintained as a branch of the main Institute Library.

Pasadena. The construction of the new \$150,000 Mary Clapp Library at Occidental College is progressing and work is to be pushed toward completion at an early date.

LIBRARY WORK

Staff Meetings

STAFF meetings and staff associations were the topic of the second session of the meeting of Librarians of Public Libraries in Cities of More than 100,000 Population at their Chicago meeting, the minutes of which have recently been printed. Discussion seemed to indicate that staff associations for social purposes within the staff which meets for business at stated times were the general rule.

Of the association within the general staff Frank P. Hill of the Brooklyn Public Library said: "It would be well to consider very carefully this association within the library staff. I am not saying anything against it. We have it in ours. We have meetings of the staff association as they do in New York and we have social affairs; then we have the staff meetings three or four times a year. These, too, are social affairs. I am not quite satisfied in my own mind that there is need for both gatherings or need of an association within the staff. I presume some feel that the interest which they can manifest in the staff association they cannot manifest if they are in a meeting simply of the staff."

In St. Louis, said Arthur E. Bostwick, meetings of the whole staff used to be held, sometimes of a social nature, sometimes to discuss the library and its various aspects. Other evening diversions in a city of the size of St. Louis made it something of a sacrifice for the members of the staff to attend. With the formation of the St. Louis chapter of the A. L. A., about five-sixths of the members of which are members of the staff, it seemed unnecessary to continue to hold staff meetings. A staff committee of fifteen or more persons is appointed to have absolute charge of the rest room, lunch room, locker rooms and kitchen. Weekly in winter and monthly in summer special meetings of branch librarians and heads of departments are held. Problems of the library are discussed, and Dr. Bostwick appoints committees to work with him. Information will come to the librarian in such meetings that interviews with individuals would not elicit as fully.

At the Cleveland Public Library several group meetings are held. Miss Eastman holds a House meeting which includes only heads of departments. The staff round table meetings occur every other week and are attended by all department and division heads and branch librarians. Branch librarians, school librarians, children's librarians and heads of divisions of

the Main Library all hold group meetings at regular intervals. The social side is looked after by the Library Players Club, to which any one on the staff is eligible, and which gives plays and entertainments of various kinds during the year. The Newcomers Committee of this club gives special entertainments for the new members of the staff, when they have an opportunity of becoming better acquainted with the librarian, vice-librarian and heads of departments.

The higher social standard you set for a library, said George H. Locke of Toronto, the better people you get. Library work is considered in Toronto the highest and most attractive social position for a woman to hold. The youngest assistant is made to feel at staff meeting that the chief librarian has individual interest in her and that her suggestions are as welcome as those of a chief of division. Staff meetings are held on the third Wednesday of every month for the 125 members of the staff. Libraries are closed at 7 o'clock, and if the public complains they are told that the closing is for the public good. Chiefs of division meet Mr. Locke at times to discuss library problems. At meetings held in January, February and March, representatives from all the branches, including all librarians of the smaller branches and all but one, who is left in charge, from the regional branches come on Wednesday mornings for a three-hour session. As these meetings are held at headquarters it is always possible to summon from any of the other departments any official or member to explain a point which needs clearing up.

The two functions are again divided in the staff of the Bridgeport (Conn.), Public Library. There is a staff association for the social side and meetings of the heads of departments. The chief librarian and heads of departments belong to the staff association only as honorary members and have no vote. Social hours are held one morning a month when those assistants who can be spared come to that association meeting. Such meetings give Mr. Sanborn opportunity to explain any change of policy on the part of the administration to the staff, which consists of ninety people.

The staff association at Milwaukee is chiefly a luncheon club, said Matthew S. Dudgeon. Every member of the staff belongs and two-thirds of the staff meet once a week. The officers run the club. The library pays the overhead; the members twenty-five cents each

to cover expenses. The luncheon and meeting in the library building last an hour and a quarter. Outside speakers are invited, and reports on book selection are made.

A staff association in the Kansas City Public Library attends to sick benefits, wedding presents, and such matters. Meetings of branch librarians are held every Tuesday morning, and of children's librarians once a month. Meetings of heads of departments are frequent and informal.

Standardization of Library Service

TO reduce the cost of time and labor now uselessly spent thru each library's attempting to work out its own methods in its own way, with resulting expensive variation in printed forms, rules of procedure, staff instruction and duplication of work is the great object of standardizing library service, said Joseph L. Wheeler in a paper read at the meeting of the Librarians of Large Public Libraries held in Chicago last December. The chief obstacles in the way of standardization are two characteristics of human nature—inertia, or the tendency to leave things as they are, and self-sufficiency, or dislike of accepting the ideas of others. An extreme instance of the latter tendency is afforded by libraries which are unwilling to use standardized book lists such as those published by the A. L. A., even when they possess the books listed and can have their own imprint. They feel that any booklet they distribute must be of their own compilation. On the other hand, they resent another library's use of their ideas, especially without credit. Such an attitude must be regarded as unprofessional, if the word professional implies a primary obligation to the public rather than to the pride of any single library or person. Every approach to a widespread standardized practice sets free in each library a certain portion of time and effort for other and more important work and the development of new methods.

It was discovered early in the work of Library War Service libraries that while much routine work may be standardized that there is little that can be eliminated. None of the usual processes of classifying, cataloging, and self-listing books and recording and following up borrowers could be abolished without confusion. "Out of all the eagerly looked for 'short cuts' resulting from the war service, practically nothing materialized that we can utilize today, tho certain simplifications, such as the abolishing of borrowers' cards, guarantors, and call numbers, which had already been tried in a few libraries, have now become more common."

Practically every library still has its own methods original to itself or embroideries on

such standard practice as the Decimal Classification or the Newark system charging system. "Each library deviates at some points from the D. C. because the needed expansions do not come to hand when the world's progress makes them desirable. Of libraries which use the Newark system some have borrowers' cards, some have identification cards, and some revert to the Browne system in stopping to look up borrowers' numbers. Some use wide book cards, others narrow. Some pocket their books in front, others at the back, using any one of a half dozen varieties of pockets."

Another difficulty in the way of standardization is the simple lack of information. The Committee on Administration has done much towards supplying facts, and Dr. Bostwick's committee is also collecting data which will show what the average practice is. Codifying the practice, methods and forms for a typical public library spending over \$25,000 per year to see how nearly and profitably other libraries could adopt the standard would be of the greatest value. It is a project which might profitably be financed by the Carnegie Corporation but which should be directed by the A. L. A.

Standardizing the organization of a library staff or classifying the staff into grades and groups is a much more difficult problem. If libraries agreed to use exactly the same methods as to detail there would still be conditions as to size of staff, division of departments, location and arrangement of building to make almost impossible any classification of employment. Not quite impossible, however, if classification can be placed largely on the basis of training, experience, personality and qualification. Under otherwise equal conditions a dozen libraries of varying size may be obliged to organize their staffs in as many different ways, largely because it is necessary to create additional departments as the total amount of a library's service increases. Where one reference librarian may handle technical, art, school and general work in a small city, four assistants and a department head might be necessary in the larger one. The salaries of the assistants may or should not necessarily be equal, as the type and conditions of the work may radically differ.

Few if any of the statements of proposed salary classification make provision for the personal qualifications that make one assistant more valuable than another, without creating a class distinction that should become obsolete again as soon as the person for whom it was created moves up the next step. "The danger in standardization of employment lies in the tendency to fill a certain grade with a person who has not the ability and value that were in mind when

the grade was created. It will always be right to pay one person more than is paid his assistants of theoretically equal rank, if it is evident to the authorities that to lose and replace him will be a greater ill and a greater task to lose and replace the others."

In Chicago, said Carl B. Roden, it was found, when the library was given free rein by the civil service commission to establish its own scheme of service twelve years ago, that instead of establishing as few classes and titles as possible that the reverse is the only practical way, and it has gone to the other extreme of naming practically every position in the library service as a particular sub-division of a grade. Examinations are held for reference librarians,

catalogers, classifiers, and every sort of position which seems to require a given and separate group of qualifications. "... Wherever it is required by law to designate specifically the position needing to be filled together with the qualifications required of the successful candidate, there it becomes necessary to make as many different sub-titles in your scheme of service as you have positions; and I fail to see how any application of standardization methods can draw any of these positions together. ... Instead of standardization our tendency has been toward decentralization and multiplication of terms." The proceedings of this conference may be obtained from Frank P. Hill, Brooklyn Public Library, for fifty cents.

AMONG LIBRARIANS

The following abbreviations are used:

- A. Library School of the Carnegie Library of Atlanta.
- C.P. Carnegie Library School of Pittsburgh.
- D. Drexel Library School.
- Ill. University of Illinois Library School.
- L.A. Library School of the Los Angeles Public Library.
- N.Y.P.L. Library School of the New York Public Library.
- N.Y.S. New York State Library School.
- P. Pratt Institute School of Library Science.
- R. Riverside Library School.
- S. Simmons College School of Library Science.
- S.L. St. Louis Library School.
- Syr. Syracuse University Library School.
- W.R. Western Reserve Library School.
- Wis. Wisconsin University Library School.
- Wash. University of Washington Library School.

ABRAMS, Dorothy A., 1921 N. Y. S., state-wide reference assistant in the University of North Dakota Library, who has resigned to become assistant librarian of the Emporia (Kansas) Public Library, is succeeded by Rose A. Baker, 1923 N. Y. S.

BANKS, Elizabeth, 1919-20 N. Y. P. L., appointed assistant, *The New York Times Index*, New York.

CHAMBERLAIN, Harriet L., 1911 S., is temporarily with the staff of the Harvard University Library, Cambridge, Mass.

CURRY, Arthur R., assistant librarian of the University of Oklahoma, Norman, has resigned to become Secretary of the Indiana Library Commission.

DOE, Janet, 1921-22 N. Y. P. L., appointed assistant librarian, The Rockefeller Institute, New York.

DUNMORE, Della, 1915-1916 S., is librarian of

the new Beaver Street Branch of the Newark, (N. J.) Public Library.

FAISON, Georgie H., 1920 P., librarian of the Randolph-Macon Woman's College, Lynchburg, Va., has resigned to study at the New York State Library School; and Madeline V. Hinchey, assistant librarian, to become a cataloger in the New York Public Library.

JOHNSTON, Dr. Florence, 1912-14 N. Y. P. L., is librarian and editor in Chief of Indexes, American Medical Association, Chicago.

KOHL, Dorothy, 1920 S., reported recently librarian of the Deering High School library, Portland, Maine, has been appointed as librarian of the new Wakefield High School Library.

NEWTON, Elizabeth J., librarian of the Arlington (Mass.) Public Library, has completed fifty years of continuous service, in recognition of which the trustees last month gave a reception in her honor and presented her on behalf of friends with a thousand gold dollars.

PALMER, E. Lucile, 1921 S. (Mass.), is now librarian of the Middleboro (Mass.) Public Library.

SHAW, Marian, 1916-18 N. Y. P. L., is head cataloger, Oberlin College Library.

TAYLOR, Lucien E., is now first assistant in the catalog department of the Boston Public Library, succeeding John Murdock, who served the library since November, 1896, and was one of the first members of the staff to retire by their own request under the Boston Retirement Act.

WRIGHT, Purd B., librarian of the Kansas City (Mo.) Public Library, has received from Park College the honorary degree of Doctor of Literature in recognition of his services in making literature accessible to all.

In addition to appointments already announced of members of the present class of the New York State Library School the following have been made:

Ruth S. Reynolds, assistant in the library of Whitman College, Walla Walla, Wash.; Dora M. Pearson will return to the St. Paul Public Library as assistant in the Catalog Department; Mildred L. Batchelder will spend the vacation months at the Public Library, Lynn, Mass.; Anna Lenschow will go to the University of Minnesota Library in July as assistant cataloger; Edmund A. Freeman begins a three months' appointment in the Preparations Division of the New York Public Library, June 21.

Appointments made so far of present students at the Library School of the New York Public Library are: Inez Bissell, librarian, Glens Falls (N. Y.) Public Library; Marion E. Crosby, assistant, Minneapolis Public Library; Eva Rudd, cataloger, Miami University Library, Oxford, Ohio; Adele C. Martin, assistant librarian, Hampton Institute, Hampton, Va.; Cora Du Bois, assistant, Perth Amboy (N. J.) Public Library; George McKay, cataloger, The Grolier Club, New York City; Adeline T. Davidson, librarian, Duluth (Minn.) Public Library; Loule Harris, librarian, Stephen T. Austin Normal College, Nacogdoches, Texas; Mildred Hatch, chief, medical branch, Detroit Public Library; Leona Kohn, assistant reference librarian, Akron (Ohio) Public Library; Archibald G. Wenley, assistant in the field, Freer Gallery of Art; Lois Wenman, Newark Free Public Library; Sophie Bachurska, assistant, cataloging office; George W. Bergquist, assistant, Information Desk; Elinor Buncher, Mrs. Anne S. Hutchins, Ella S. Culberson, Madelyn Perkins, Mary A. Skinner and Isabel Whelan, assistants, Circulation Department; Ralph Thompson, assistant, Economics Division; Ruth M. Curtis, Margaret Hanna, Catherine R. McQueen, assistants, Preparation Division, New York Public Library; Barbara I. Evans, reviser, Library School of the New York Public Library; (Mrs.) Vera Grimm, in charge of records, American Legion Headquarters, Indianapolis.

Drexel Institute School of Library Science graduates have been appointed as follows: Sarah Suzanne Gates and Horace Jacob Grubb have accepted temporary work in the reference department of the New York Public Library; Marion Harlan Hall has accepted a position as reviser in the Drexel Institute School of Library Science; Katharine Louise Kurtz and Marie Augusta Simon will go to the University of Delaware Library for cataloging work during the summer; Ruth Krueger Roehrig will return to the Pottsville Public Library; Helen Squires is

to be an assistant in the Osterhout Free Library, Wilkes-Barre, Pa.; Elizabeth Smedley Stewart will reorganize the library of Ursinus College; Florence M. Street is to be cataloger in the Swarthmore College Library; and Eleanor Wells will return to her former position as assistant in the Drexel Institute Library.

Appointments of Class of 1923 of the Carnegie Library School of Pittsburgh made to date are: Laura C. Bailey, librarian, Oakmont (Pa.) Public Library; Bonnalyn I. Connelly, assistant Children's Department, Madison, Wis.; Jane E. Errett, cataloger, Public Library, Dayton, Ohio; Mrs. Anne E. Gilbert, substitute, New York Public Library; Josephine Hall, children's librarian, Kansas City, Mo.; Helen G. Hayes, children's librarian, Seattle, Wash.; Marion Mattison, school librarian, Long Beach, Calif.; Thelma E. Shellhamer, children's librarian, Johnson City, N. Y.; (Mrs.) Josephine J. Shumaker, librarian, Public Library, Fremont, Ohio; Amelia Olive Slater, assistant, New York Public Library; Caroline Wakefield, high school librarian, Aspinwall, Pa.; Gwendolyn R. Webster, Schools Department, Minneapolis Public Library; Freda Clause, children's librarian, Detroit Public Library; Mary R. Crabbe, Esther Judkins, Helen M. Lutton, Anne Macpherson, Margaret L. Martin, Sarah E. Schoenberger, Evelyn B. Smith, Edith M. Tinkler, Sarah S. Wilson, Florence Ewing and Mary L. Yagle, assistants, Carnegie Library of Pittsburgh.

Members of the Junior Class of the University of Illinois Library School have been appointed as follows: Florence Mildred Adams returns to the Dayton (Ohio) Public Library; Phyllis Crawford, reviser, University of Illinois Library School during the Summer Session; Nellie T. Finch, assistant, Miami University Library, Oxford, Ohio; (Mrs.) Neva Nelson Ford, assistant, University of Wyoming Library, Laramie; Grace Irvine returns to the Peabody Teachers' College, Nashville, Tenn.; Elsie Laura Jaek, High School Library, Milwaukee, Wis.; Jessie A. Jones, assistant librarian, Missouri State Teachers' College, Springfield; Blanche Moen, order assistant, University of Illinois Library; Gladys F. Pratt, assistant, Springfield (Mass.) City Library; Isabella H. Smith, assistant, Detroit (Mich.) Public Library; Alice Strong, assistant, Detroit (Mich.) Public Library; Thelma T. Thornsburgh, assistant librarian, Proviso Township High School, Maywood, Ill.; Emma Mae Shoup, assistant cataloger, Montana Agriculture and Mechanic Arts College, Bozeman.

Members of the Senior Class:

Sarah Elizabeth Blair returns to be librarian of Shurtleff College, Alton, Ill.; Ethel Key Millar returns to be librarian of Hendrix College,

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Appointments to positions from the class of 1920 of the University of Wisconsin Library School are: Estelle H. Ashcraft, librarian, High School Library, Wausau, Wis.; Helen H. Aten, assistant, Public Library, Milwaukee, Wis.; A. Mabel Barrow, assistant, Williamsburgh branch, Public Library, Brooklyn, N. Y.; Minnie A. Chouffet, librarian, High School Library, Aurora, Ill.; Myrtle Coleman, reference assistant, Public Library, Cedar Rapids, Iowa; Adeline Cooke, head of loan department, State Library, Salem, Ore.; Margaret M. Corcoran, cataloger, Lincoln Library, Springfield, Ill.; Letha M. Davidson, chief of grade school work, Public Library, Milwaukee, Wis.; Helen K. Dresser, assistant, children's department, Public Library, Cleveland, Ohio; Iva D. Glessmer, assistant, Public Library, Sioux City, Iowa; Ada O. Hagen, reference librarian, Public Library, Superior, Wis.; Ruth C. Haylett, librarian, Pittsburgh Plate Glass Co., Milwaukee, Wis.; Edith Sess, librarian, Public Library, Burlington, Wis.; Edna M. Johnson, librarian, Central High School Library, Madison, Wis.; Elizabeth A. Lathrop, librarian, Normal School Library, River Falls, Wis.; Ismael V. Mallari, returns to work in the Philippines; Murza V. Mann and Laura Nicholson, assistants, Public Library, Detroit, Mich.; Mildred A. Mathes, assistant, Public Library, Dayton, Ohio; Mary T. O'Connor, summer assistant, Public Library, Traverse City, Mich.; Marcella Osterman, librarian, Public Library, Stanley, Wis.; Genevieve A. Pohle, assistant, State Normal University, Normal, Ill.; Margaret Powell, assistant, Public Library, Milwaukee, Wis.; Lillian Pulver, cataloger, Public Library, Gary, Ind.; Jane R. Radford, summer assistant, Normal School Library, Oshkosh, Wis.; Ruth M. Rowland, assistant, University Extension Division, Madison, Wis.; Kathleen Thompson, assistant, Public Library, Birmingham, Ala.; Pearl M. Thompson, assistant, Public Library, South Bend, Ind.; Carina Vedel, returns to work in Denmark; Signe S. Venberg, assistant, Public Library, Eveleth, Minn.; Florence S. Webb, cataloger, Public Library, Crawfordsville, Ind.

Appointments of graduates of the University of Texas, Department of Library Science, have been made as follows: Ruth Underwood, 1923, first assistant in the Harris County Library, Texas; Dorothy Cotton, 1921, librarian of the North Side Branch, and Louise Franklin, 1921, former branch librarian, becomes head of the Loan Department, Houston Public Library; Pauline Tittle, 1921, has been promoted from branch librarian at Dallas to head of the Loan Department.

Graduates of the University of Washington Library School class of 1923, have been appointed as follows: Dorothy Baker and Theodore Norton, assistants, University of Washington Library; Mary Elizabeth Jones, assistant, Washington State Normal School Library, Ellensburg, Wash.; Desiah Lockerby, Margaret Stanton and Russella Hardeman, substitute, Seattle Public Library; Jenny Olson, assistant, Medford (Ore.) Public Library; Ruth Robinson, assistant, Umatilla County Library, Pendleton, Ore.; Marie F. Sneed, first assistant, Circulation Department, University of Washington Library; Daphne Todd, assistant, Walla Walla Public Library, Walla Walla, Washington; Ethel Christoffers, assistant librarian, Broadway High School, Seattle. The following students will continue their studies next year in connection with the course in Children's work offered by Western Reserve Library School and the Cleveland Public Library. In the meantime they have received temporary appointments as substitutes in the Seattle Public Library and the University of Washington Library. They are Ruth Hale, Martha Lucas and Margaret Shotwell.

The following students in the class of 1923 in the Los Angeles Library School have received appointments: Lola Bellinger, children's librarian, Public Library, Salem, Ore.; Helen Biggs, children's librarian, Public Library, Portland, Ore.; Lois Blackburn, assistant, Public Library, Orange, Calif.; Margaret Chiles, head, Periodical Department, Public Library, Sacramento; Mabel Doty, librarian, Public Library, La Grande, Ore.; Florence Fasel, reference librarian, Carnegie Library, Boise, Idaho; Ethel Long, assistant, School Department, County Free Library, Fresno; Margaret Peirce, assistant, Public Library, San Diego; Florence Robertson, assistant, circulation Department, Public Library, Fresno; Elsie Rogers and Mabel Coy, assistants, Public Library, Pasadena; Ariel Stephens, assistant, Public Library, Long Beach; Ida G. Wilson, chief, Circulation Department, University of Washington, Seattle; Courtney Crawford, Hope Hendrix, Lillian Hrubesky, Kathryn MacFarlane, Dorothee Mirande, Alice Mooney, Elsie Truesdale, Los Angeles Public Library.

Members of the class of 1923 of the Pratt Institute School of Library Science have been placed as follows: Bertha Bassam, assistant, cataloging department, Princeton University Library; Esther A. Bassett and Dorothy Haight, assistants, Pratt Institute Free Library; Josephine H. Brotherton, reference assistant, New Hampshire State College, Durham; Murle Bryan, returns to the public library at Mitchell, S. D.;

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RECENT BIBLIOGRAPHIES

GENERAL

English catalogue of books for 1922; giving in one alphabet under author and title, the size, price, month of publication and publisher of books issued in the United Kingdom, being a continuation of the "London" and "British" catalogues, with the pubs. of learned and other societies and directory of publishers; 86th year of issue. Bowker. 337 p. O. \$4. Minneapolis Public Library. A reader's medley. 4 p. April 1923.

SUBJECT BIBLIOGRAPHIES

ADVERTISING

A list of the articles that have appeared in the *Printers' Ink* publications on the advertising and merchandising of books. 185 Madison ave., New York. 2 mim. p. (*Printers' Ink* special service). — Furniture. 2 mim. p.

AGRICULTURE

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Industrial Extension Institute. Thinking beyond your job. 11 East 45th st., New York. Bibl.

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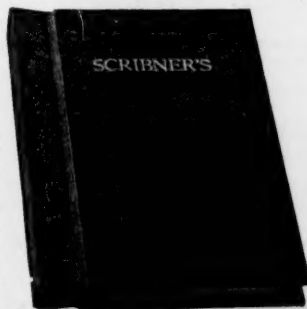
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Library supplies, 1923 edition. New York, etc.: Library Bureau, 80 p., 8v, illus.

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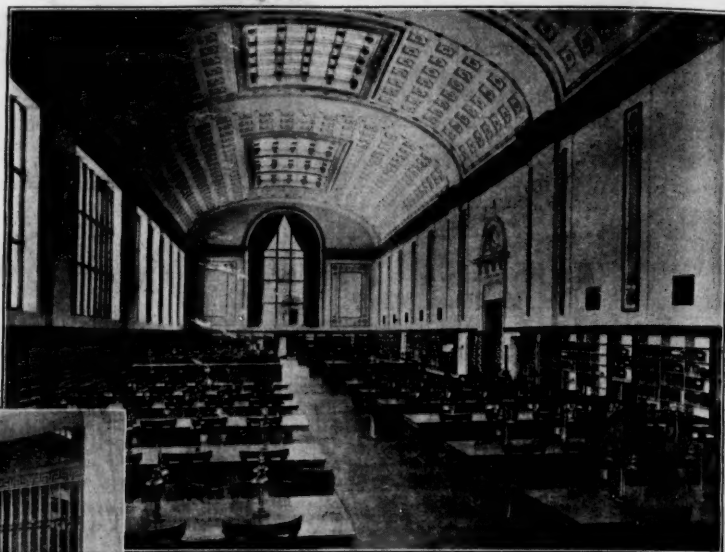
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